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ABSTRACT

This report summarizes major initiatives, activities, and accomplishments of the National Occupational Information Coordinating Committee (NOICC) and its network of state occupational information coordinating committees (SOICCs) during their 1994 and 1995 program years. The first part of the report contains the following: an overview of the mission of the NOICC/SOICC network, the network's impact on work force development and career preparation, integration of NOICC/SOICC resources into nearly 700 one-stop career centers nationwide, and NOICC/SOICC efforts to provide the information resources, technical assistance, and training required to create a system for preparing students and adults to make informed choices about education/training and jobs/careers. The next section examines NOICC/SOICC activities in the following areas: occupational/labor market/career information, career development initiatives, and communication/coordination, including activities related to the Micro-Occupational Information System, Occupational and Labor Market Information Database, one-stop career centers, and NOICC Crosswalk and Data Center. Described next are SOICC activities/programs in 54 states and U.S. territories. Concluding the report is information on the following: NOICC funding sources; expenditures on state and federal activities and network support; and NOICC grants for state activities in 1994-95. Appended are lists of the following: NOICC conferences and training programs; NOICC publications, reports, and products; and SOICC addresses and contact persons. (MN)

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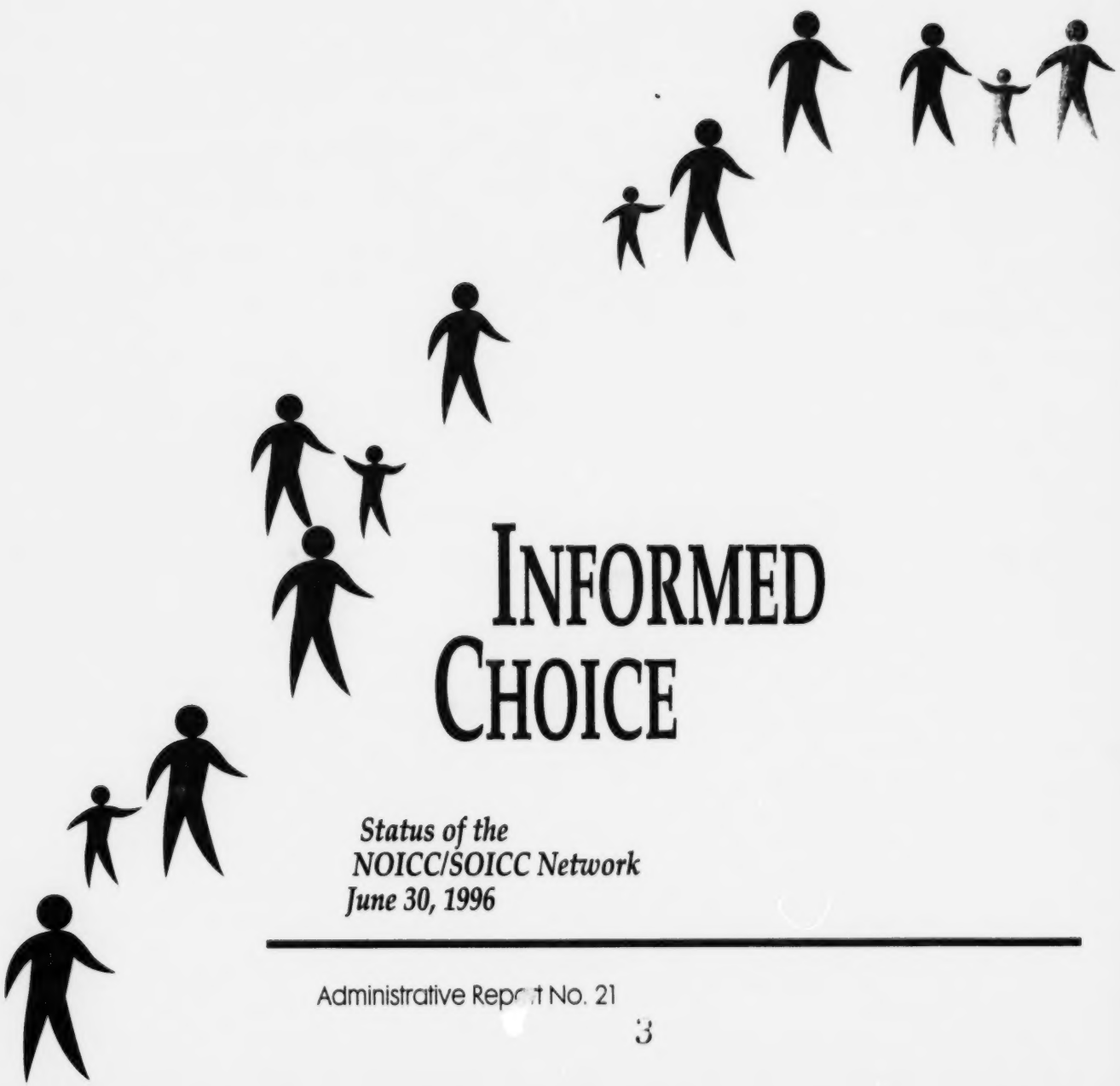

# INFORMED CHOICE

*Status of the*
*NOICC/SOICC Network*
*June 30, 1996*

Administrative Report No. 21

# NOICC Statutory Members

*Commissioner*
Bureau of Labor Statistics
U.S. Department of Labor

*Assistant Secretary*
Employment and Training
U.S. Department of Labor

*Commissioner*
National Center for Education Statistics
U.S. Department of Education

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U.S. Department of Education

*Assistant Secretary*
Economic Development
U.S. Department of Commerce

*Assistant Secretary*
Force Management and Personnel
U.S. Department of Defense

*Under Secretary*
Small Community and Rural Development
U.S. Department of Agriculture

# Informed Choice

"Our Network provides a framework for the interaction between customers and producers."

## Message from the Executive Director

*This nation has taken tremendous strides in the past two years in building a new workforce investment system. Initiatives launched as part of this effort are now part of our national and local landscape.*

*The NOICC/SOICC Network has played an important role in the development and implementation of these initiatives. Our systems have helped form the basis for America's Labor Market Information System. Information components critical to the operation of effective One-Stop Career Centers and school-to-work efforts come from the NOICC/SOICC Network.*

*Our Network provides a framework for the interaction between customers and producers—the students and adults who use career information delivery systems and the developers who design them, the students and adults who read and use our career information tabloid newspapers and the state and local agencies that provide the information that goes into them.*

*In spite of the budget uncertainties of the past two years, we can be proud of our accomplishments. Our Network is now implementing the newly developed Micro-Occupational Information System (Micro-OIS) and Occupational and Labor Market Information Database (OLMID). Training sessions, workshops and week-long technical conferences are being conducted to help states put the systems into place and use them to provide information for workforce development planning and career information systems.*

*We anticipate that career information delivery systems will be used this year at almost 3,000 sites involved in school-to-work transition initiatives. SOICC career information tabloids will be available to customers at One-Stop Career Centers and to students involved in school-to-work activities. Our Get A Life career development portfolio is being used by at least 200,000 students across the country and the work of our Career Development Training Institute over the past couple of years has been phenomenal.*

*We can be proud of the impact we have on people's lives. We've helped educators and employers plan effective workforce investment strategies. We've helped young people, students and adults find career paths. We continue to be dedicated and committed to our cause.*

Juliette N. Lester

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# Informed Choice

## Foreword

*This document is the sixteenth report on the status of the National Occupational Information Coordinating Committee (NOICC) and its network of State Occupational Information Coordinating Committees (SOICCs).*

*This report highlights initiatives, activities and accomplishments of the NOICC/SOICC Network during Program Year 1994—July 1, 1994 to June 30, 1995—and Program Year 1995—July 1, 1995 to June 30, 1996. It also reports on the status of occupational and career information delivery systems in the states and highlights occupational, labor market and career information and career development activities of SOICCs.*

## Acknowledgments

This report was prepared for the National Occupational Information Coordinating Committee by Mary Margaret Walker, in cooperation with NOICC staff. The participation of SOICC Directors who provided information about state activities is gratefully acknowledged, as is the assistance of NOICC staff, especially Jim Woods.

# THE NOICC/SOICC NETWORK

The National Occupational Information Coordinating Committee (NOICC) is an interagency coordinating committee whose members represent 10 federal agencies involved in various aspects of the U.S. economy, including key offices of the U.S. Departments of Labor, Education, Commerce, Defense and Agriculture. State Occupational Information Coordinating Committees (SOICCs), NOICC's state partners, represent state agencies concerned with job training, vocational and technical education, employment security, vocational rehabilitation, economic development, higher education and more.

Together NOICC and the SOICCs form an integrated network of developers and users of occupational and labor market information and career development initiatives. Established by Congress in 1976, the NOICC/SOICC Network is a unique federal-state partnership that provides a framework for addressing workforce development and career preparation issues and opportunities.

The work of the NOICC/SOICC Network is based on the idea that if we help students and adults learn how to make informed choices about education and training, jobs and careers, we will improve the skills and productivity of the workforce, the match between workers and the needs of the labor market, and the competitiveness of the U.S. economy. This means making sure people have the skills and information they need to make informed choices. To accomplish this mission, the Network develops and implements occupational, labor market, career information and career development systems and programs for adaptation and use at the state and local level. NOICC provides the leadership, technical assistance and training to carry out this ambitious agenda. SOICCs adapt, distribute and encourage use of the systems and programs in their states.

Training is a vital and fundamental component of all NOICC/SOICC initiatives. NOICC's train-the-trainers workshops and other training programs for SOICCs and members of the broader Network crosscut all program areas including information development, delivery and use, as well as youth and adult career development. SOICCs conduct state and local level train-the-trainers workshops in their states. NOICC estimates that training in the Network's systems and initiatives will be provided to at least 33,000 persons in 1995-96.

In addition to technical assistance and training provided to the SOICCs, more than 85 percent of NOICC's overall budget directly supports state activities. Funding is channeled through grant programs that help sustain SOICC operations and support their participation in special projects that address Network priorities. NOICC's basic operations are supported by the U.S. Departments of Labor and Education. NOICC and the SOICCs operate under the authority of the Job Training Reform Amendments of 1992 and the Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990.

## The Impact of the Network

As a result of the NOICC/SOICC effort, each state and territory in the nation has an Occupational Information System (OIS) that provides policy makers and planners with the information they need to address local, regional and statewide labor market needs and opportunities. Implemented by the SOICC in each state, Occupational Information Systems combine data from federal and state sources and help states meet information needs of employment and training, vocational education and economic development planners and program managers.

NOICC, working with the Utah SOICC and Utah's Labor Market Information unit, recently completed a major redesign of the OIS that included the development of a comprehensive Occupational and Labor Market Information Database (OLMID) structure. Both OLMID and the Micro-OIS have been adopted as the basis for America's Labor Market Information System (ALMIS) being developed by the U.S. Department of Labor. SOICCs are using OLMID to build state-specific databases, and it is estimated that almost 5,000 persons will be trained in the use of the new Micro-Occupational Information System and Occupational and Labor Market Information Databases at some 265 workshops in 1995-96.

With its SOICC partners, NOICC has used OIS technology and data to develop other information systems. The Economic Development and Employer Planning System (EDEPS), for example, provides information about labor supply and demand and training resources. The State Training Inventory (STI) is a database that provides information about training and education programs by geographic area. The Transition Opportunities System (TOPPS) was developed for the Department of Labor's Veterans' Employment and Training Service, while the Civilian Training Inventory (CIVTRAIN) is designed to help U.S. Naval Reserve training officers identify civilian training programs that can be used to train Navy personnel. All the systems are used at local, state and often regional levels.

A computerized database called the NOICC Master Crosswalk facilitates the development of all the Network's systems. The Master Crosswalk shows relationships among the five major occupational and educational classification systems used by the federal government. It is maintained by the NOICC Crosswalk and Data Center, operated by the Iowa SOICC under a grant from NOICC.

At least 40 states have adopted the Network's National Career Development Guidelines, a major career development resource that provides the structure for a comprehensive career guidance system and framework for integrating career development activities into elementary, middle and high school curriculum. The National Career Development Guidelines have laid the foundation for a comprehensive, competency-based approach to career development for educational institutions, government agencies and business and industry nationwide. In 1995-96, it is estimated that the Network will provide Guidelines training to more than 3,500 persons involved in school-to-work transition programs in states that have received grants to implement school-to-work initiatives. The Guidelines project was launched by NOICC in 1987.

Tens of thousands of in-service and pre-service counselors and other occupational specialists have been trained to help people use labor market information to make informed choices about occupations and careers though the Network's Improved Career Decision Making (ICDM) training. ICDM represents a long-term recognition by the Network of the importance of the role of labor market information in career decision making. ICDM workshops explore labor market concepts and the function of labor market information in career decision making and career counseling. More than 7,000 professional counselors and others will be trained in Network-conducted ICDM workshops in 1995-96. The original ICDM project was designed by the Employment and Training Administration in 1979-80 with the assistance of NOICC and other organizations. NOICC assumed responsibility for the program in 1984.

## *Network Career Development Initiatives*

- *The Real Game*
- *Get A Life Portfolio*
- *Life Work Portfolio*
- *National Career Development Guidelines*
- *Workforce In Transition*
- *Exploring Learning Options*
- *Improved Career Decision Making*
- *Employee Career Development*
- *Career Information Tabloids*

At least 200,000 students nationwide are using the *Get A Life* career development portfolio developed by NOICC, the Maine SOICC and the American School Counselor Association (ASCA). The portfolio walks the student through each step of the career development process and helps them relate interests, aptitudes and educational experiences to possible career paths. The *Get A Life Transition Planner* helps students develop resumes, organize job search campaigns and prepare for job interviews. The Network recently released a career planning portfolio for adults, the *Life Work Portfolio*. The new adult portfolio is designed specifically for use with dislocated adult workers and workers who have difficulty finding and holding jobs. It is expected that the adult portfolio will be widely used by JTPA and JOBS counselors nationwide and by human resource advisers in One-Stop Career Centers.

In 1994 NOICC launched the Workforce In Transition training and curriculum package. The training is designed specifically for career and employment counselors, job search trainers, placement specialists and others who work with adults who have lost their jobs or who have difficulty finding jobs. The curriculum was developed for the Network by the Career Development Training Institute (CDTI) at Oakland University in Rochester, Mich., with the assistance of a resource team of business and industry, employment service, JTPA, rehabilitation services and community agency and education representatives. An estimated 850 counselors and other advisers are expected to participate in Workforce In Transition training workshops conducted by the Network in 1995-96. Through activities and training exercises, workshop participants review adult career development needs and issues, learn how to design job search programs, and practice ways of helping clients learn effective job search and retention strategies, prepare job applications and resumes, and interview for jobs. The Network's Employee Career Development (ECD) training focuses on helping counselors, advisers and human resource professionals work with adults who are facing job and career dislocation.

NOICC and the SOICCs sponsor career development workshops by satellite, reaching thousands of teachers, counselors and others involved in school-to-work efforts. The NOICC-published, SOICC-distributed *Program Guide: Planning to Meet Career Development Needs in School To Work Transition Programs* provides step-by-step instructions for implementing school-to-work initiatives at the local level.

In 1995-96, SOICCs in 45 states will publish and distribute an estimated 5.7 million copies of career information tabloids, many of which circulate as supplements to daily newspapers. The tabloids contain information about the fastest growing jobs and industries in a state, job descriptions and training requirements, and career development advice.

Career information delivery systems (CIDS) are operational in almost every state. CIDS are computer database systems that help counselors and other advisers assist individuals explore career options by, for example, linking their interests with related occupations and providing information about training requirements and wages. State-supported career information delivery systems are used by an estimated nine million people each year at 20,000 sites nationwide. More than 600 Network-conducted CIDS workshops are expected to provide training for more than 8,000 persons in using the systems to help clients and students explore career options in 1995-96.

## NETWORK INFORMATION SYSTEMS & PRODUCTS

- ***Occupational Information System***
- ***Occupational and Labor Market Information Database***
- ***Career Information Delivery Systems***
- ***NOICC Master Crosswalk***
- ***State Training Inventory***
- ***Transition Opportunities System***
- ***Civilian Training Inventory***
- ***Economic Development and Employer Planning System***

## One-Stop Career Centers and School-to-Work Initiatives

The Network's occupational and career information and career development resources are providing a foundation for a wide range of initiatives to expand the availability of labor market information and improve the way people pursue work and careers. NOICC/SOICC resources are being integrated into almost 700 One-Stop Career Centers and are providing the tools for effective school-to-work transition efforts across the country. Career information delivery systems provide a powerful resource for One-Stop Career Center customers and students involved in school-to-work transition efforts. It's estimated that career information delivery systems will be utilized initially at almost 550 One-Stop Career Centers nationwide, while the systems will be used at almost 3,000 sites involved in school-to-work transition initiatives. Career information tabloids will be available to customers at One-Stop Career Centers and within school-to-work transition efforts. The *Get A Life* career development portfolio helps students with the very activities called for in the School-to-Work Opportunities Act, and SOICCs are working on portfolio projects at some 2,350 school sites nationwide.

Information from the NOICC/SOICC Network's Micro-OIS and Occupational and Labor Market Information Database will help school-to-work and One-Stop Career Center staff identify changes and trends in local, state and regional labor markets. Careful analysis of the data in a state's Micro-OIS, operated by the SOICC, can help identify current and potential shortages and surpluses of workers in specific occupations, by geographic area. It is estimated that the Network's Micro-OIS will be used initially in almost 570 One-Stop Career Centers and by participants in school-to-work projects at more than 1,000 sites. The State Training Inventory system is projected to be used at almost 425 One-Stop Career Centers and over 1,000 school-to-work sites.

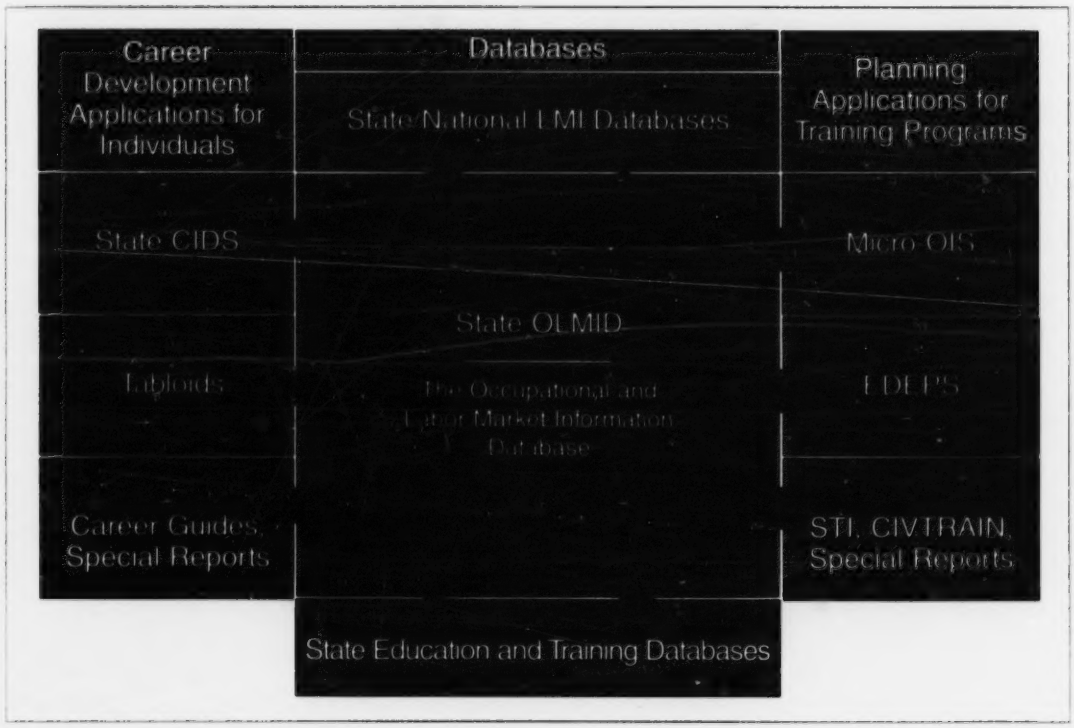
## Informed Choice

Perhaps the most important contribution of the NOICC/SOICC Network is the integrated coordinated structure it has built to address and act on workforce preparation and labor market issues in a systematic way. The work of the NOICC/SOICC Network is all about informed choice; each NOICC/SOICC system and initiative is designed to help people get the information, knowledge and skills they need to make sound decisions about their work lives and careers. Information and career development are the two principal components of informed choice. NOICC/SOICC systems and training focus on occupational, labor market and career information and career development.

# THE NETWORK IN 1995 & 1996

## OCCUPATIONAL, LABOR MARKET & CAREER INFORMATION

*The development, delivery and use of occupational, labor market and career information has been a central concern of the NOICC/SOICC Network since it began its work 20 years ago. This emphasis on information is based on the understanding that to make informed choices about work and careers, people need solid, up-to-date, easily accessible information about occupations and the labor market. Occupational and labor market information are essential also in the development of initiatives to address workforce and workplace needs, including employment and training, career transition, school-to-work transition, economic development, curriculum development and much more.*



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## The New Micro-OIS and OLMID

A major project to redesign the Micro-Occupational Information System (Micro-OIS) and develop an Occupational and Labor Market Information Database (OLMID) structure has been completed and the Network is now concentrating on implementing the systems in the states. Training sessions, workshops and week-long technical conferences are being conducted to help states put the systems into place and begin using them to provide information for workforce development planning and career information systems. The Network's activities are especially intense at the state and local level, with SOICCs involved in a wide range of OLMID/OIS activities in connection with school-to-work transition efforts and One-Stop Career Centers.

The systems have been adopted as the basis for America's Labor Market Information System (ALMIS) by the U.S. Department of Labor. NOICC staff is providing technical assistance to help states implement the systems in connection with their One-Stop Center efforts.

The new OLMID database structure provides a coordinated approach to the maintenance and delivery of occupational and labor market information. The database serves as a state's central depository of information pertinent to current labor market dynamics and occupational requirements within a state. OLMID provides planners, administrators, educators and employment and training professionals with access to a comprehensive mix of labor market information.

With the new OLMID as the comprehensive database, the Micro-OIS serves as the delivery system. The latest revisions provide state OIS managers with greater control in defining wage reporting formats and let users relate non-traditional census occupations to projections data by OES codes. Other major changes include revised reports for clusters and the planning process, improvements to enhance data processing capabilities, and changes in the OIS file structure.

## Micro-OIS, OLMID and One-Stop Career Centers

Already the Occupational and Labor Market Information Database structure is serving as the supporting labor market information database in the 16 states that are establishing One-Stop Career Center networks with grants from the U.S. Department of Labor. One-Stop Centers in 15 of the 16 implementation states are using the Network's newly redesigned Micro-OIS.

SOICCs in all the grantee states were involved in developing One-Stop Career Center proposals for funding from the U.S. Department of Labor. For example, the Missouri SOICC played an important role in the development of the state's successful proposal. As team leader of labor market information and automation for the One-Stop Center endeavor, the SOICC is leading the effort to utilize, integrate and deliver electronically information from all the important sources in the state. The Occupational and Labor Market Information Database will serve as the central database system, while input sources include the Missouri SOICC and other information systems including Job Bank and Talent Bank. The Micro-OIS and the state's career information system will be placed in the centers. The emphasis is on utilizing the existing capacities of all the agencies through the SOICC and providing customer-friendly information to the centers.

As part of the Workforce New Jersey coalition, the New Jersey SOICC is providing the labor market and occupational information for the state's new Public Information Network home page on the Internet. Public Information Network will be accessible from every One-Stop Career Center as well as other locations such as libraries and community-based organizations. About 500 computer terminals are being placed at locations around the state. Plans are to make the state's full career information delivery system available on the Internet. The Occupational and Labor Market Information Database will serve as the database of all the state's employment and training data, with inputs from the New Jersey Department of Labor, Department of Education and the Commission on Higher Education. The information will be distributed statewide through the Micro-OIS.

Meanwhile, the Kentucky SOICC conducted three-day OIS training workshops for 172 planners and administrators, CIDS training workshops for 467 persons, and School-to-Work/Tech Prep workshops for 623 persons.

In other OLMID/OIS-related activity, NOICC is serving as a member of the Labor Market Information (LMI) Institute consortium, funded by DOL through ALMIS. NOICC staff have participated in ALMIS Long-Term Projections/Census Tools Consortia planning meetings, including conferences in Charleston, S.C., and Tucson, Ariz. NOICC's primary role is to oversee and anticipate the long-term implications of proposed data gathering and formatting procedures on OLMID file structures. Led by the Nevada Labor Market Information unit, the consortium consists of LMI units in 16 states, the Bureau of Labor Statistics, the Interstate Conference of Employment Security Agencies and NOICC.

## Micro-OIS and OLMID Training

One of the most important components of OLMID/OIS implementation is training in the use of the systems. To launch the new systems two years ago, NOICC presented a four-day OLMID/OIS Technical Conference in Salt Lake City, Utah. NOICC and SOICC staff and staff from the Utah Labor Market Information unit reviewed OLMID technical specifications, file building sequences and the development of classification and crosswalk files. Hands-on workshops included exercises in building a state OLMID, including creating geography files, demand files, the supply file, and modifying and editing units of analysis files. The training team also presented and demonstrated the new Micro-OIS and covered such topics as using OLMID utilities to build OIS files and planning for OIS development, delivery and use.

To help states implement the systems for use in connection with One-Stop Career Center efforts, NOICC conducted a week-long OLMID/OIS Technical Conference in Baltimore, Md., in June 1995. The conference included a demonstration of the Micro-OIS and a step-by-step review of the process for setting up the system. Hands-on exercises included loading, browsing and editing state files; assessing OLMID status and schedules in other states; building and checking OLMID; and reviewing and using OLMID features to extract files for the Micro-OIS.

A day-long OLMID/OIS workshop in Tucson, Ariz., held in conjunction with the 18th Annual National SOICC Conference, provided a forum for states to discuss their progress in building state-specific Occupational and Labor Market Information Databases and implementing the new Micro-OIS. State panels focused on challenges and suggested approaches in organizing state data; issues that arise in compiling and distributing the OIS; plans for user training, including guides and application-specific support materials; and the use of OLMID and Micro-OIS in One-Stop Career Centers.

## NOICC Crosswalk and Data Center

The NOICC Crosswalk and Data Center (NCDC) has provided significant support for NOICC in connection with the Occupational and Labor Market Information Database. It also has assumed responsibility for data collection and distribution of the State Training Inventory. Operated by the Iowa SOICC and funded by NOICC, NCDC maintains the NOICC Master Crosswalk and is a technical resource for a wide range of state and federal initiatives. NCDC also distributes information developed by federal agencies, providing a range of files and reports on request. For example, in PY 1994 alone the Center responded to 600 requests for data and services, while more than 1,500 calls were placed to the Center's Bulletin Board Service (BBS) and over 1,100 files downloaded.

# THE NETWORK IN 1995 & 1996

## CAREER DEVELOPMENT INITIATIVES

*The Network's emphasis on career development is based on the knowledge that the process provides a way to connect the individual and the workplace. The career development process helps young people and adults understand the relationship between education and employment. Students and adults learn how to gather information, make decisions and plan career paths. They learn how to fit their needs and interests with opportunities and options in the labor market. Incorporating the career development process into the education system at an early level as well as focusing career development efforts on adults have important implications not only for the individuals involved, but for the overall health of the economy and the nation's ability to compete in the global marketplace.*

*The Network's career development initiatives in 1995-96 focused on four primary areas, including materials and training for adults; expanding the use of the Network's training resources, with a special focus on One-Stop Career Center staff and personnel involved in school-to-work initiatives in the states; disseminating information and programs through electronic media such as the Internet; and an increasing involvement in collaborative activities—nationally, internationally and with the private sector.*

CAREER DEVELOPMENT COMPONENTS
CAREER DEVELOPMENT INITIATIVES
• National Career Development Guidelines
• Workforce In Transition
• Life Work Portfolio
• Get A Life Portfolio
• Career Information Delivery Systems
• Exploring Learning Options
• The Real Game
• Career Development Facilitators' Curriculum
CAREER INFORMATION
• Career Information Delivery Systems
• Occupational Information Systems
• Career Tabloids, Videos, Publications
PROFESSIONAL CAPACITY BUILDING
• Workforce In Transition
• National Career Development Guidelines
• Improved Career Decision Making
• Employee Career Development
• Career Development Facilitators' Curriculum

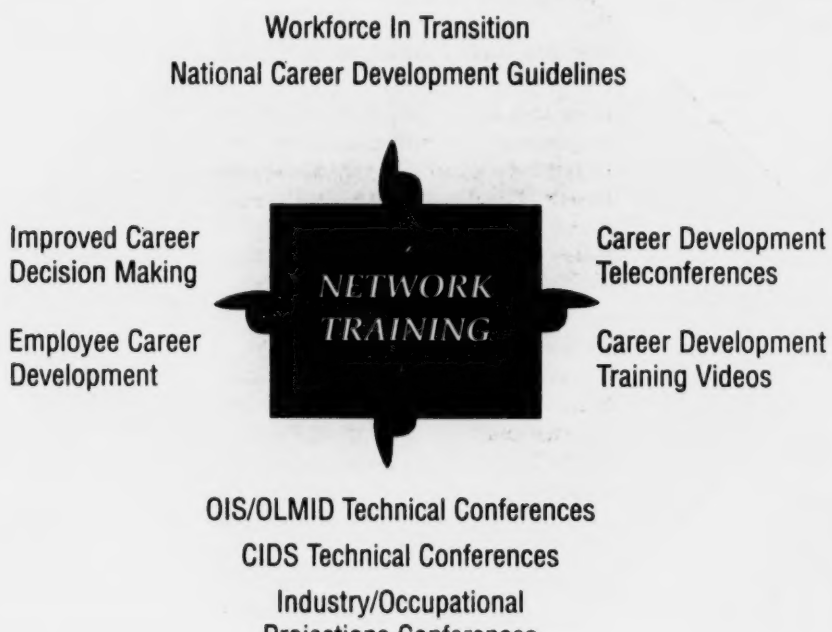
## Adult Career Development

While continuing its emphasis on the importance of early exposure to the career development process, over the past few years the Network has expanded its focus to include adult career development. Most recently the Network developed a career planning guide for dislocated workers and adults facing career transition. *Life Work Portfolio* provides a step-by-step guide through the career development process. It is a process and a place where adults can record information that will help them consider career options, make decisions, develop resumes and prepare for job interviews. A joint project of NOICC, the Maine SOICC and the CDTI at Oakland University in Michigan, the portfolio comes with a guidebook that provides background information, career information resources and suggestions for using the portfolio.

*Exploring Learning Options* is an education planner that NOICC is disseminating through the NOICC Training Support Center in cooperation with Alliance Plus, a private subsidiary of The Alliance, formed by AT&T, the Communications Workers of America and the International Brotherhood of Electrical Workers.

The successful pilot test of the adult *Life Work Portfolio* and subsequent release of the materials for use nationwide completes the Network's total package of career development materials for adults that also includes Improved Career Decision Making, Employee Career Development and Workforce In Transition. This package of training initiatives and resources is designed to be used by career and employment counselors, job search trainers, placement specialists and others who work with adults in career transition.

Also as part of its emphasis on adult career development, NOICC has been working with the U.S. Department of Labor's Veterans' Employment and Training Service (VETS) to develop an automated skills-based resume writer to help meet the needs of separating military service members. NOICC recommended that VETS develop a resume-writer software program that is based on job skills and competencies rather than work history. Product development is now under way, with technical assistance provided by NOICC. Meanwhile, the Network continues to move forward with its Workforce In Transition, Improved Career Decision Making, Employee Career Development and *Life Work Portfolio*.



## Expanded Training

NOICC and the SOICCs place a high priority on training members of the broader Network in the use of the Network's career development resources, with a special focus on One-Stop Career Center staff and those involved in school-to-work efforts. Train-the-trainers workshop activity is intense, with seminars being held nationwide in the use of the Workforce In Transition curriculum, Improved Career Decision Making, Employee Career Development, and more.

Activity is especially intense at the state level. For example, the Iowa SOICC has successfully promoted the National Career Development Guidelines as the basis for all career development programs in the state's One-Stop Career Centers, career development initiatives under Iowa's youth apprenticeship, and school-to-work initiatives. The SOICC trained 34 teams at seven workshops during 1994-95.

In March 1995, the Network sponsored a national teleconference on integrating career development and the school-to-work transition process that was the first-ever federal/state/local effort to involve education faculty at postsecondary institutions in the school-to-work movement. The teleconference, entitled Preparing Professional Educators for the School-to-Work Transition Movement, featured an interactive panel discussion. The teleconference was co-sponsored by the American Association of Colleges of Teacher Education (AACTE), the National Career Development Association (NCDA), American Counseling Association (ACA) and the Association of Supervision and Curriculum Development (ASCD), with more than 100 downlink sites organized by the SOICCs at university schools of education nationwide.

NOICC sponsored a two-day symposium in June 1995 that brought together private developers of major career information delivery systems, officials of the U.S. Departments of Labor, Education and Defense, and state leaders in the delivery of career information. The unique gathering of federal and state officials and CIDS developers was designed to promote partnerships in addressing workforce development issues. It also was designed to promote a better understanding of key issues underlying national initiatives and demonstrate how career information delivery systems can help address those issues.

Following a national survey that pinpointed the need for career development facilitator training, the Network, through the CDTI at Oakland University, developed a curriculum for training career development facilitators. The paraprofessional training curriculum is designed to enhance the skills of practitioners who provide career development services, but who were not specifically educated in career development counseling or who have less than a Master's degree in counseling. The curriculum was field tested in California, Idaho, Michigan, North Carolina, Washington and Canada. Training workshops have been held in Ft. Lauderdale, Fla., Rochester, Mich., and Raleigh, N.C.

The Network now is working on expanding the use of NOICC resources by other training organizations, focusing in particular on the International Association of Personnel in Employment Security (IAPES) and the National Association of Workforce Development Professionals (NAWDP).

An example of work being done at the state level is the Alabama SOICC's co-sponsorship of a statewide School-to-Work Opportunities Conference that featured as keynote speaker, J.D. Hoye, director of the national School-to-Work Opportunities Office. More than 200 administrators, counselors and teachers from academia and vocational education attended the three-day conference, which was co-sponsored with the Guidance Division of the Alabama Vocational Association.

NOICC staff have been providing training at workshops and conferences of such organizations as the American Vocational Association (AVA), the Interstate Conference of Employment Security Agencies (ICESA), the American School Counselor Association (ASCA) and the American Counseling Association (ACA). NOICC staff presented workshops on the role of career development in school-to-work transition initiatives at the annual conferences of the National Association of Secondary School Principals and the Illinois Counselor Association, and presented on the Network's career development resources and training for youth and adults at the convention of the International Association of Personnel in Employment Security (IAPES) in Montreal. NOICC and the Association of Computer-Based Systems for Career Information (ACSCI) co-sponsored a Career Information Delivery System Technical Workshop. NOICC

NTSC

*The NOICC Training Support Center coordinates NOICC's training programs and conferences on a nationwide basis. NTSC provides training product development and dissemination services, conference and meeting support and public information and technical support to the NOICC/SOICC Network. NTSC is operated by the Oklahoma SOICC under a grant from NOICC.*

co-sponsored the Mid-Atlantic Conference on Networking for Career Development, held in Fredericksburg, Va., in 1994 and in Harrisburg, Pa., in 1995. NOICC Executive Director Lester made a major presentation on the NCDA/NOICC Gallup Survey at the seventh regional conference on career development networking.

The CDTI at the University of Wisconsin-Madison developed the *Program Guide: State Capacity Building for Career Development Training.* The guide offers SOICCs a method for assessing their efforts to deliver career development training, provides a structure for building state capacity in this area, and encourages SOICCs to share successful strategies. The guide was distributed by NOICC to the SOICCs.

The CDTI at the University of South Carolina developed Facilitating Career Development: Training Modules for Career Counselors, which is presented in a multimedia CD-ROM format, utilizing digital video, graphics, music and animation. It provides a compelling look at the skills people need in today's challenging and dynamic work environment. The CD is accompanied by the *Facilitating Career Development: Instructor's Manual for Presenter-Controlled CD-ROM Teaching.*

## Career Development Training Institute

The Network's emphasis on career development can be seen in its support of the Career Development Training Institute (CDTI), established by NOICC in 1992, whose work over the past few years has intensified dramatically. In 1995 NOICC awarded $546,400 for Career Development Training Institute (CDTI) activities and programs, making the completion of current projects, the updating of materials, the institutionalization of services, and the use of electronic technologies top priorities in the awarding of the grants.

The CDTI at the University of Wisconsin-Madison has updated and developed a CD-ROM version of the Improved Career Decision Making training. ICDM on CD-ROM contains eight hours of instruction on demographic trends, career and labor market information, the job search process, school-to-work transition initiatives, career development for adults, career development for women and girls, and career development for persons with disabilities.

The CDTI at the University of South Carolina has developed a 40-hour telecourse on implementing school-to-work transition initiatives, and is working with the CDTI at Oakland University to produce a career development training video based on Workforce In Transition and the *Life Work Portfolio.*

The CDTI project at the Center for Career and Work-Related Education in Washington state has conducted five regional career development training sessions for university instructors and professors in colleges of education. The sessions are designed to involve educators in career development and relate content to current teacher and counselor training curriculum.

The National Career Development Guidelines manuals have been updated and consolidated into a one-volume user-friendly manual, with new sections on marketing and best practices. A training workshop on using Workforce In Transition and the *Life Work Portfolio* is being developed for the employment and training community; a train-the-trainers session was held in Denver in the Spring.

In 1995, the CDTI at the University of South Carolina conducted a survey of career development practitioners who work with school-age clientele. The survey was designed to determine the level of participation in pre-service and in-service career development training and to evaluate the strengths and weaknesses of the programs. As a result, NOICC has called for a review of the curriculum for counseling programs and schools of education and for much more attention to the career development needs of children, especially children at the elementary and middle school levels.

The CDTI at the University of South Carolina also conducted a study to measure the effectiveness of Improved Career Decision Making workshops for participants and for the clients they serve and published a report on the findings, *Research on Evaluation of ICDM Training in Three States.*

The CDTI at the University of Wisconsin-Madison developed the *Program Guide: State Capacity Building for Career Development Training for the Network in 1995.* The goal is to develop a core of state career development professionals who are trained to meet career development needs.

The Network's *Life Work Portfolio,* a career planning portfolio for adults who have difficulty in the job market, was completed by the CDTI at Oakland University and published by NOICC. The release of the portfolio followed a pilot test in 16

CDTI

*Career Development Training Institute*

*The CDTI was established by NOICC to design career development training programs for states to use to train personnel who help students and adults acquire career planning skills and make career decisions. It is made up of a cooperative group of organizations, including SOICCs, universities and other organizations in seven states.*

states in 1995. The portfolio follows the basic steps of career development and can be used in many settings, including JTPA and JOBS counseling situations. It helps adults organize experiences from a variety of settings, including life experiences as well as formal education.

The CDTI at Oakland University developed and tested in five states and Canada a career development course for paraprofessionals. The CDTI is providing training in the delivery of the 120-hour college-level course. The Career Development Facilitators' Curriculum will be especially useful for training One-Stop Career Center staff. NOICC and the National Career Development Association are pursuing academic certification for persons who complete the course.

Interest continues to grow in the Network's Workforce In Transition training for career and employment counselors, job placement specialists and others who work with adults in career and job transition. The curriculum was developed by the CDTI at Oakland University.

## Collaborative Works

The Network's fourth area of focus involves an increasing emphasis on collaborative activities with other organizations. An example of this endeavor is NOICC's work with The National Life/Work Centre and TRG, Inc., both of Canada, to develop a U.S. version of The Real Game, a career exploration game for students that is "played, not taught." Through a series of exercises and events guided by teachers, students learn about earning an income, plan and budget vacations, feel the effects of changing technologies, and learn what they might like to do in the world of work. The NOICC-developed U.S. version of The Real Game comes in a single kit, which is reusable year after year. The kit includes a facilitator's manual, which provides information needed to deliver the program. The Network has made Real Game kits available through the NOICC Training Support Center. Also an example of the Network's collaborative work with international organizations is Canada's development of a career information tabloid based on SOICC tabloids.

NOICC's work with Alliance-Plus represents a significant public/private collaboration project involving the development of an education planner, *Exploring Learning Options*, designed for dislocated workers, which the two are marketing together with the Network's *Life Work Portfolio* for adults.

# Communication and Coordination

*NOICC and the SOICCs play an important role in fostering communication and coordination among developers and users of occupational and labor market information and career development programs. Because they work together in a larger federal/state network, they are able to bring together different federal and state efforts and programs. In addition, NOICC's public information effort is designed to keep the broader community informed of the latest Network developments, products and resources.*

## The 1995 NOICC Awards

### NOICC Recognition Awards

- Laurence H. Seidel, Executive Director of the New Jersey SOICC, for NOICC/SOICC Network Leadership and Support
- Randall Williams, Executive Director of the Kansas SOICC, and James Sampson, Co-director of the Center for the Study of Technology in Counseling and Career Development at Florida State University, for Innovative Ideas and Activities in Support of the NOICC/SOICC Mission
- Richard Jenkins, Executive Director of the Georgia SOICC, for Special Achievement in the Development and Delivery of Program Planning Information
- Brynn Keith, Executive Director of the Alaska SOICC, for Special Achievement in the Development and Delivery of Career Information

### NOICC Contributor's Award

- Kenneth B. Hoyt, University Distinguished Professor of Education at Kansas State University, and Charles Caldwell, Director of the Alaska Labor Market Information Division, for Contributions to the Goals of the NOICC/SOICC Network.

### Outstanding SOICC Staff Members

- Katrina J. Olin, New Hampshire SOICC, and Robert William, Pennsylvania SOICC

### NOICC Special Service Award

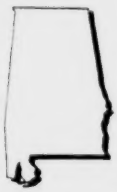
- NOICC Executive Director Lester presented a special service award to Ron Kutscher, Associate Commissioner of the Bureau of Labor Statistics and long-time member of the NOICC Technical Steering Group.

## 18th Annual National SOICC Conference

The focus of the 18th Annual National SOICC Conference, held in Tucson, Ariz., August 9-13, 1995, was "Shaping the New Workforce Horizon." General session speakers included American Vocational Association Executive Director Bret Lovejoy, UPI White House Bureau Chief Helen Thomas, CIDESON Director of Planning and Technology Management Roberto Salmon and NOICC Executive Director Juliette N. Lester. In addition to NOICC, the four cooperating organizations sponsoring the conference included the National Association of SOICCs, the Interstate Conference of Employment Security Agencies/Labor Market Information Committee, the Association of Computer-Based Systems for Career Information, and the National Association of State Career Development/Guidance Supervisors.

# SOICC Activities and Programs

## *Alabama*

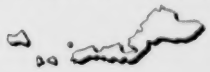


The Alabama SOICC co-sponsored a statewide School-to-Work Opportunities Conference that featured J.D. Hoye, director of the national School-to-Work Opportunities Office, as the keynote speaker. More than 200 administrators, counselors and teachers from academia and vocational education attended the three-day conference, which was co-sponsored by the Guidance Division of the Alabama Vocational Association. The Research and Statistics Division of the Department of Industrial Relations is developing an Occupational Information System with the assistance of the SOICC, which is providing software updates and crosswalk information. The SOICC also helped Research and Statistics staff design a wage and salary survey. Career information is being provided on-line to over 600 sites at no cost to users. SOICC staff conducted 63 on-site training sessions and 31 in-service sessions, presenting the range of career development resources available through the SOICC. The SOICC distributed approximately 55,000 American Careers magazines to 10th graders in the state's public schools. SOICC staff made presentations at the New Counselor Academy, the Department of Education's Statewide Technical Conference, the annual conference of the Alabama Vocational Association's Guidance Division and the statewide JTPA conference.

## *Alaska*

The Alaska SOICC developed and distributed 55,000 copies of the Alaska Career Guide to students and job seekers in the state. The tabloid contains career planning information for students and adults including facts about Alaska's labor market and feature articles on career choices, conducting effective job searches, and financing education. The tabloid newspaper also has a list of colleges and vocational training sites and information on nearly 300 occupations, including outlook, wages, related school subject areas, suggested training, related occupations and employer hiring practices. To encourage the use of the Alaska Career Guide in classrooms, the SOICC developed and distributed lesson plans to the chairs of secondary school English and business departments. The SOICC conducted a series of training workshops modeled after the Improved Career Decision Making program for the Alaska Employment Service and committee agency line staff. The workshops identified labor market information resources and provided an overview of the state and local economies. The Alaska CIDS project—Alaska Career Information System—marketed two new products to secondary and middle schools throughout the state, including the "Job Search Workbook," a career development tool designed to improve job search skills, and "Practical Learning Activities Network," learning activities that integrate career education concepts into classroom curriculum.

## *American Samoa*



The American Samoa SOICC established a Career Resource Center where career information products such as ACE Consortium videos, CIDS and career and occupational information publications are available to students and others. It is anticipated that the

Resource Center will become a One-Stop Career Center when that program is funded and operational in the territory. Meanwhile the SOICC is continuing to increase awareness of Network products through newsletters, workshops and a range of publications. NOICC/SOICC products are being integrated into career development and planning programs, career awareness programs, and career guidance programs administered at schools throughout the territory. The American Samoa SOICC is in the process of adopting the new Occupational and Labor Market Information Database system and Micro-Occupational Information System. Staff participated in OLMID/OIS training held in Utah, and data collection from government agencies and business and industry is under way. The SOICC organized several workshops on occupational information for school personnel and students, conducted labor market information surveys, and began working on a career information tabloid newspaper. SOICC staff used a variety of training materials developed by the Career Development Training Institute and the NOICC/SOICC Network to produce a career development curriculum guide for use throughout the school system.

### *Arizona*

The Arizona SOICC arranged for the Occupational Information System of Arizona (OISA) to be installed at more than 450 sites statewide—60 new sites were added during the past year alone—including a number of Local Area Networks (LAN). The system serves as the basic CIDS in the state, serving schools, Job Service, rehabilitation services, JTPA and military bases. It is used in the career development centers of four major corporations and at the two largest utility companies in the state. The SOICC has completed work on a skills transfer module for the OIS, developed in collaboration with JTPA personnel. The OIS and the Occupational Search skills transfer module are mandated for use by JTPA Title III Dislocated Workers staff. The system has been installed on several JTPA Local Area Networks and soon will be part of the JTPA area-wide network. Job Service and vocational rehabilitation personnel are particularly interested in the new occupational search module, to be distributed as part of the next update. The next module to be implemented will be a work temperaments inventory. The OIS has been included in the One-Stop Career Center implementation grant application as the basic source of career counseling information for the centers. The SOICC conducted extensive training in the use of the system and OIS reports for educational planners, administrators and counselors, as well as JTPA, Job Service and private industry planners and administrators. The highlight of the year: The Arizona SOICC hosted the 1995 National SOICC Conference in Tucson in mid-August.

### *Arkansas*

The Arkansas SOICC completed an extensive update of the Arkansas Occupational and Educational Information System, and the system now is in place at more than 900 sites across the state. The Arkansas SOICC is an active partner in the planning of the state's school-to-work implementation process. SOICC staff served on three workshop panels of the first statewide School-to-Work Opportunities Conference, attended by 300 education and business leaders from across the state. The SOICC has installed the Arkansas Occupational and Educational Information System and State Training Inventory in the three career centers established in Employment Security Offices and provided training for staff. The SOICC has been involved in a number of career development activities with the Arkansas State Counseling Association, including arranging and funding a major presentation on the National Career Development Guidelines at the association's annual statewide conference. The 1995 edition of Arkansas Career Watch, the SOICC-produced career information tabloid newspaper, included a special four-page insert for the Governor's Dislocated Worker Taskforce to use in its workshops for dislocated workers. An estimated 100,000 copies of Career Watch were distributed during the program year, and the SOICC funded the printing and distribution of several hundred copies of "Careers Now" booklets, used by counselors in career planning and career development activities. In addition, the SOICC purchased enough sets of the *Get A Life* portfolio facilitator packets to distribute to educational co-operative area offices. The packets will be available through each co-op's media center for use by schools in each area. The SOICC and The Arkansas Educational Cooperative Network co-sponsored two two-day Improved Career Decision Making workshops attended by an estimated 70 career guidance professionals. Additional ICDM workshops are planned for later in 1996. The SOICC has been working with the Employment Security Department to establish One-Stop Career Centers in several locations across Arkansas. The SOICC is working to make sure that each center has current career information materials and software in its resource library and to provide staff training in the use of the information with customers.

### *California*

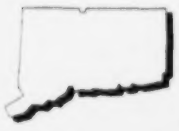
As a result of efforts by the California SOICC, the California Cooperative Occupational Information System now serves all of the state's labor force and provides supply and demand and occupational information for all of California's 58 counties. California's Employment Develop-

ment Department (EDD) implemented OIS training in all 38 operating sites during the year, and identified non-NOICC funding sources to implement the employment information and training information component at a cost of $5.2 million. This up-to-date localized information is distributed annually in 38 Occupational Outlook Reports. The Occupational Outlook Reports also will be accessible to the public as portable document files on the SOICC's home page on the World Wide Web. Under contract to the SOICC, EDD's Labor Market Information Division has produced an enhanced State Training Inventory that will be distributed on computer disks throughout the state. It also will be available interactively on the SOICC's home page. The SOICC worked with the Orange Coast Community College Foundation on a Special Demonstration Distance Learning Project to demonstrate and test a new approach to training career counselors in the use of labor market information using compressed video code-decode and wireless response technology. The SOICC worked with the Sacramento County Office of Education on a California Career Visions tabloid for high school students and other users of labor market and occupational information.

## COLORADO

The Colorado SOICC provided Improved Career Decision Making training at seven different sites to more than 110 participants during the two program years, including a special training session with the Governor's Workforce Coordinating Council staff. Occupational Information System training was offered in two cities to nearly 100 individuals. Workshops are planned for two additional cities. More than 100 OIS program requests were filled. The SOICC is working with the Governor's Human Resource Investment Council to develop the research framework for One-Stop Career Centers and the SOICC will assist in designing data retrieval systems for the centers. The Colorado Occupational Outlook Handbook, revised by the SOICC to function primarily as a workbook rather than a reference manual, was compiled in a loose-leaf notebook format for easy copying and updating. In cooperation with the Colorado Community College and Occupational Educational System, the SOICC produced and distributed 5,000 handbooks. The SOICC provided funds and occupational data for the Colorado Careers tabloid, which was produced by the *Denver Post* and supported by other state agencies and private corporations. The SOICC provided training for staff of the Colorado Community and Occupational Educational System on the use of labor market information, provided for in the state vocational plan. Labor market information presentations are planned for the Colorado Job Training Conference, Colorado Association of Planners and Institutional Researchers, Colorado Association of Financial Aid and the Rocky Mountain Association of Institutional Researchers. SOICC information and Colorado labor market information publications are posted on the computer dial-up network, which is now available. The Colorado Department of Labor and Employment is expected to use the system. The SOICC developed Internet home pages on the World Wide Web for the Department of Labor's LMI section, the Colorado Community College Computer Access Center and the Colorado Community College Resource Center. The SOICC is working with Colorado State University's School of Business to develop a version of the Micro-OIS for the World Wide Web. The SOICC is the recipient of a $30,000 grant from the Colorado Department of Labor for capacity building. The SOICC developed a model for county-by-county labor force estimates by Occupational Employment Statistics (OES) for use in the Micro-OIS.

## CONNECTICUT



The Connecticut SOICC has been involved in the implementation of One-Stop Career Centers in the state and planning for school-to-work transition programs. More than 250 people attended the 1994 Labor Market Information Seminar conducted by the SOICC, and the state participated in the national school-to-work teleconference, coordinated by the NOICC/SOICC Network. About 150 counselors attended the SOICC's three Improved Career Decision Making seminars, and the SOICC organized a special workshop, Targeting Career Counseling: Preparing for School-to-Work Transition, for school guidance counselors. The SOICC distributed an updated version of the State Training Inventory to 160 users during the year, worked with the Connecticut Department of Labor in building the Occupational and Labor Market Information Database, and spent considerable time and effort in preparing for the redesign of the Micro-Occupational Information System. In conjunction with the Department of Labor, in 1995-96 the SOICC provided training in the use of the redesigned Micro-OIS and distributed updated software to One-Stop Career Center staff and other users of the system. Seven workshops have been held and more are planned. SOICC staff served on committees for One-Stop Labor Market Information, School-to-Work Career Clusters and the Technology Expo. Two newsletters were printed and distributed, in both 1994-95 and 1995-96, to an estimated 2,500 persons, including personnel in member agencies, school counselors and other users of labor market information. The SOICC published and distributed 100,000 copies of a new issue of Career Paths each year. The SOICC printed and distributed *Licensed Occupations in the Northeast* for the first time in Connecticut, and updated and distributed The Connecticut Career Guide, a publication for counselors.

## *Delaware*

The Delaware SOICC secured stable funding for Automated Labor Exchange Integrated System (ALEX-IS), a joint project with the Division of Employment and Training which was awarded a Department of Labor grant of $627,000 to create and distribute the one-stop career information system. The SOICC is now publishing its career information tabloid in magazine format, and 60,000 copies of Delaware Career Compass were distributed to middle and secondary schools, colleges and state agencies throughout Delaware. The SOICC also published *Trading Places*, a publication on nontraditional occupations in Delaware. SOICC staff have been asked to make presentations on the research involved in developing the publication and several national organizations have expressed interest in having similar research conducted on a national basis. The quality of occupational supply data for secondary schools has been enhanced by breaking down specific Classification of Instructional Programs (CIP) courses throughout the four-year school program. To be categorized as a "vocational program completer," students must have had at least a three-year concentration of specific vocational courses. The SOICC supported and participated in the Graduate Follow-up Survey Group, a consortium of six state agencies that conducts the survey, and is involved in the Governor's School-to-Work Council, providing occupational and industrial projection information. Analysis of occupational clusters within Delaware industries has produced a target population of employers that will provide school-to-work training. The Delaware SOICC also has been a key participant in the state's school-to-work initiative and "A Better Chance," the governor's welfare reform program.

## *District of Columbia*

The District of Columbia SOICC participated on the Unemployment Insurance Profiling and One-Stop Career Center Task Force to provide resources for career and labor market information in each of these grant proposals. The SOICC worked with the training staff of the District's Department of Employment Services to develop and deliver a series of seminars designed to help employees facing furloughs, buyouts, early retirement and downsizing. The SOICC continued its ongoing career development and career information initiatives in the public schools, working with counselors, teachers, librarians and students. The SOICC participated in and coordinated over 15 career days and job fairs and is working with the University of the District of Columbia to produce a tabloid similar to one produced in association with SOICCs in Maryland, Virginia and West Virginia. The District of Columbia SOICC continues to provide support to agencies and organizations that provide career and occupational information to customers, including the U.S. Coast Guard, the U.S. Army, the district's agency for higher education and the alcohol and drug abuse agency. The SOICC has expanded the scope of its data collection and analysis activities to support implementation of the Occupational and Labor Market Information Database and new Micro-OIS. Data collection efforts in support of the State Training Inventory program have been enhanced by the automation of the survey of educational institutions and training providers. As a result of the SOICC's efforts, the Guidance Information System will be incorporated in One-Stop Career Centers and SOICC staff will train counselors and placement personnel in the use of the system with customers.

## *Florida*

The Florida SOICC has voted to change its name to Workforce Development Information Coordinating Committee, reflecting a new emphasis to use member agencies to develop Florida's workforce for higher-wage and higher-growth occupations. Florida started to implement the new Occupational Information System and Occupational Labor Market Information Database to replace the mainframe Florida Occupational Information System. This effort has required close contact with the technical staff of member agencies who handle OIS inputs. Florida also hired an OIS/OLMID manager who was trained in Washington by NOICC staff. Florida conducted three Improved Career Decision Making workshops in PY 1995 in St. Petersburg Beach, Cocoa and Pensacola. The highly successful workshops were attended by representatives of school districts, community colleges, state employment and training agencies and private rehabilitation service providers. The Florida Occupational Information System newsletter continues to have more than 2,000 subscribers. Support staff developed a work plan to help implement the new OIS and will be developing a paper on the use of Occupational Employment Statistics (OES) and CIP codes for member agencies. Improved consistency among member agencies in using OES and CIP is an important goal of the project. Technical support staff are working on improved wage data to fill the gap until the OES wage survey is implemented by the U.S. Department of Labor. Wage information in Florida is used to allocate JTPA Title III funds to community colleges and school districts. The allocation formula will be improved by implementation of enhanced wage collection methods and technologies.

## GEORGIA

The Georgia SOICC developed and distributed 85,000 copies of a career information tabloid newspaper, designed for 10th graders. Distributed through an arrangement with the Georgia National Guard, the tabloid is being used in Job Corps programs and by community-based organizations and the state's Incarcerated Youth Department. The SOICC published and distributed an estimated 1,100 copies of *Georgia Occupational Information System: Georgia's Supply and Demand Data for Education and Training Planning*. Demand for the publication has been high and the Georgia Department of Corrections' training division asked for permission to photocopy 200 additional copies. An estimated 260 copies of State Training Inventory were distributed to secondary and postsecondary institutions, JTPA Service Delivery Areas and private businesses. The Georgia SOICC and the Georgia Career Information Center teamed up to conduct Improved Career Decision Making training workshops around the state. The sessions included segments on demographic trends, multicultural issues, career development and labor market information, and special needs of persons with disabilities. The SOICC hosted three downlink sites for the national school-to-work teleconference, with more than 200 participants.

## GUAM

The Guam SOICC, in conjunction with the Air Force and Navy Family Support Service Centers and the Department of Labor, sponsored the Annual Islandwide Job Fair. Final counts show that almost 2,300 applicants attended the fair where they were able to discuss job possibilities with 74 employers. They also were able to explore career options using a career information delivery system set up by the SOICC. In partnership with Guam Community College, the Department of Labor and the Department of Education, the SOICC developed and published a career information tabloid newspaper which was distributed through the school system. The SOICC has been an active participant in planning, developing and beginning implementation of a school-to-work transition program. The SOICC also played a key role in the preparation of the territory's successful application for a school-to-work planning grant. The SOICC conducts CIDS and ICDM training and is working with its Technical Working Committee to develop a plan for a One-Stop Career Center. Plans are under way for an electronic bulletin board service that will allow users to provide input and suggestions. Planning also is under way for a Guam Micro-OIS and Occupational and Labor Market Information Database. Special emphasis will be given to retraining and cross-training programs to help workers who have lost jobs as a result of military base closures. The SOICC is working with the Guam Public School System to test the *Get A Life* career development portfolio with the aim of developing and implementing a portfolio program within the school system. SOICC staff are playing active and visible roles in connection with a wide range of initiatives, including JTPA Council and School-to-Work Transition Consortium activities and the planning of a One-Stop Career Center.

## HAWAII

Established by the Hawaii SOICC, the Hawaii Career Development Academy offered two three-hour courses and one one-hour credit course during the year and made plans to offer several more courses in 1995-96, including Career Counseling Practice for Youth, Career Counseling Practice for Adults, Assessment Methods & Placement Matching, Comprehensive One-Stop Career Centers and Using Labor Market Information: the Counseling Context. The Hawaii Career Development Academy offers the courses to career counselors through an agreement with the University of Hawaii's College of Continuing Education. The SOICC developed, published and distributed 30,000 copies of Hawaii 2001 - Your Job Future, Part II, a career information tabloid newspaper, and continued to operate its "FactX-On-Demand" occupational information and report delivery system by fax and on the Internet. The SOICC expanded its career portfolio project to an additional six high schools through the School-to-Work Transition Center program; 18 high schools are now implementing portfolio pilot projects. The SOICC continues to update the Hawaii State Training Inventory each year and promote its distribution through flyers, a newsletter, FactX-On-Demand and the Internet. The SOICC updated its "How to Find a Job" booklet and distributed 10,000 copies through the Employment Service and CIDS school sites.

## IDAHO

The Idaho SOICC released its Career Information System for Windows as its statewide career information delivery system. The DOS version is being maintained for the next few years to allow users sites enough time to purchase equipment that will run Windows software. Two new assessment instruments were added to the Assessment Link module—the Career Occupational Preference System (COPS) and the Interest Determination, Exploration & Assessment System (IDEAS). In addition, updates of existing instruments such as the Strong Interest Inventory (SII) were incorporated in the system. The SOICC participated with the State Division of Vocational Education in conducting two major statewide school-to-work initiatives. The first was a week-long School-to-Work

Leadership retreat, followed the next year by the release of the Individual Occupational Training (IOT) program. The IOT includes organized work-based learning experiences that fit students' career choices. The SOICC distributed junior high school and high school curriculum materials to school counselors to help them better integrate career development activities into classroom and other group activities. New initiatives include incorporating Idaho's Career Pathways into the state CIDS so students, teachers and parents will be able to see which occupations, programs of study and training, and suggested courses are associated with each pathway. By organizing career information in the state CIDS around career pathways, schools can better organize their courses and students are better able to see the relationship between education and work and are thus better prepared for the workforce and further education. The SOICC is working with the Idaho Department of Labor to deliver the Career Development Facilitators' Curriculum developed through the Career Development Training Institute. In addition, a state specific module will be written and incorporated into the curriculum showing DOL staff how to integrate computerized career information into their organizational goals and activities.

### *Illinois*

A Windows version of Illinois's Career Information System (CIS) has been implemented in over 140 sites and the middle school career information system, COUNTDOWN 9, 8, 7 ... , was in use at more than 230 schools throughout the state. The system has been converted to run in a Windows and a Macintosh environment, and a CD-ROM version was created to use in libraries. The SOICC revised 336 occupational descriptions and added eight new occupations to the system. The SOICC's career system for elementary students, Career Trek, was purchased by 44 schools in its introductory year. With the implementation of these three systems, the SOICC is providing career information for the residents of Illinois at all developmental levels, from elementary through adult. Training was provided at 56 locations to help site coordinators use the materials effectively. The HORIZONS system was demonstrated at the Illinois State Fair last year. It was voted as one of the most popular exhibits at the site sponsored by several SOICC committee members. HORIZONS was selected as one of 25 systems to be showcased at the JETT*CON conference sponsored by the Department of Labor. The SOICC distributed an updated version of the OIS to all 61 Education for Employment regions, 26 Service Delivery Areas and 49 community colleges and is now piloting the new Micro-OIS with users from the various education and training agencies. The system was developed using the new OLMID database. New industry and occupational projections to the year 2005 were distributed to users. The SOICC conducted its bi-annual training conference, "Information Today for the Work Force of Tomorrow" for more than 100 participants. A major teleconference on financial aid was sponsored by the Illinois Student Assistance Commission at 120 sites including high schools, community colleges and universities in which the SOICC presented a session on career information available in HORIZONS. The SOICC created a home page on the Internet to expand the base of users for its products, which also will be available at all One-Stop Career Centers in Illinois. The available products include the Illinois Resource Information System (IRIS), a computerized system that contains information on 2,000 providers and 14,000 services. IRIS software is being rewritten for use by customers in One-Stop Centers. The SOICC has been providing technical support for the Illinois Occupational Skill Standards and Credentialing Committee. Skill standards adopted by the committee will be incorporated into the occupational descriptions available in HORIZONS. The SOICC is working with the Illinois Department of Employment Security on the Employment and Training Administration's ALMIS project and with committee members on education-to-careers initiatives.

### *Indiana*

The Indiana SOICC is involved in a wide range of vocational education, school-to-work and One-Stop Career Centers initiatives in the state. The SOICC is developing an Occupational and Labor Market Information Database and Micro-OIS for Indiana. Once distribution is under way, training will be provided to personnel at vocational education sites, One-Stop Career Centers, vocational rehabilitation offices, and other locations. The SOICC's career information delivery system is available statewide and the SOICC had conducted many technical assistance workshops for users. Over the next 12 months, the CIDS focus will shift from a commercial software package to an Indiana-specific occupational information system that will offer Internet access at no cost to users. The SOICC also will provide information on the Internet as part of the Indiana Department of Workforce Development's home page. The SOICC continues to play an important role in the creation of labor market information that can be used by various audiences, including persons making educational and career decisions.

### *Iowa*

As a member of Iowa's Workforce Development Workgroup, the Iowa SOICC has successfully promoted the National Career Development Guidelines as the basis for all career development programs in the state's One-Stop

Career Centers and in school-to-work planning and implementation. The Guidelines were endorsed three years ago by Iowa's youth apprenticeship initiative, Work Start. The Iowa SOICC facilitated seven Guidelines workshops during 1994-95—one for youth apprenticeship pilot sites and six for Tech Prep in southwest and central Iowa. Two more Guidelines workshops were planned for 1995-96. The Iowa SOICC has management responsibilities for the statewide CIDS, Iowa CHOICES, which is available to youth and adults in 382 public and private school sites, 37 Workforce Centers, four JTPA offices, 13 community colleges, two vocational rehabilitation centers, two youth facilities and two corrections facilities. New features of Iowa CHOICES released in 1995-96 include a Windows version for IBM users, a new interface for Macintosh users, a multimedia version for both IBM and MAC and a Transferable Work Content Skills Checklist. Additional search topics include transferable work content skills, high school subjects, nontraditional occupations for men and women, military occupations, and Iowa and national occupations with apprenticeship possibilities. In 1995-96 the Iowa SOICC, the LMI Unit and Field Operations Bureau of the Department of Employment Services, and Careerware undertook a project to link Iowa CHOICES and America's Job Bank. During 1995-96 the Iowa SOICC conducted annual two-day train-the-trainers workshops for regional and local Iowa CHOICES trainers to acquaint them with features of the soon-to-be-released versions of the system. The Iowa SOICC conducted the annual Iowa CHOICES User Advisory Group retreats involving counselors, job specialists, resource center managers, career specialists, Iowa CHOICES trainers and regional and state-level staff who work directly with clients and students who use the system. User Advisory Group meetings have been held annually since 1992. During 1994-95, SOICC staff made 10 presentations on career development, the use of career development portfolios and The Real Game at professional development conferences and workshops. Iowa SOICC display booths were exhibited at 14 conferences during 1994-95. The Iowa SOICC participated in planning and presentations at the May 1996 statewide Labor Market Information Conference sponsored by the LMI Unit, Department of Employment Services. The Iowa SOICC developed and implemented the Occupational and Labor Market Information Database and Micro-OIS. The OLMID and Micro-OIS were presented to the LMI Committee for the Iowa One-Stop Career Center initiative in 1996. The Iowa SOICC is a member of the LMI Committee. Training in the use of the system was scheduled for Spring and Summer 1996. The SOICC conducted the annual survey of postsecondary institutions and worked with the LMI unit staff to organize and facilitate the biennial review of industry projections. In cooperation with the Iowa College Student Aid Commission, the SOICC conducted a survey of private financial aid resources in the state. SOICC staff also participate as members of the Consumer Reports project to provide consumer information on Iowa postsecondary institutions. This information will be incorporated into the OLMID, Micro-OIS and Iowa CHOICES as it becomes available. The SOICC served as a major resource for various educational program proposals, JTPA grant proposals for nontraditional work projects and programs to support workforce problems such as plant closings and reductions in force. Two workshops for trainers on The Real Game were planned for early summer 1996. Using LMI funds, the Iowa SOICC developed and published 16 regional and one statewide occupational outlook brochures for use in One-Stop Career Centers. Staff also serve on advisory groups for two local centers. The Iowa SOICC houses the NOICC Crosswalk and Data Center.

### *Kansas*

The Kansas SOICC continued its strong support of the Career Development Training Program. The state's career information system, Kansas Careers, sponsored an estimated 18 regional training workshops on the uses of the Kansas career information delivery system and conducted 14 training workshops for adult career development. The SOICC's upgrade of the Micro-Occupational Information System included for the first time comprehensive wage data on up to 500 occupations received from the Labor Market Information Services Unit. The SOICC reprogrammed the State Training Inventory software to run in FoxPro and improved its employer file by adding a feature that lets users sort employer listings by a range of factors, including an alphabetical listing of companies by name, size of company, city and ZIP code. The SOICC arranged for five of the six Kansas Board of Regents institutions to participate in the national school-to-work teleconference.

### *Kentucky*

The Kentucky SOICC is pilot-testing an enhancement of its Occupational Information System to provide employment outlook information by occupational cluster statewide and for 14 substate areas. The updated Occupational Information System, along with copies of the supply-demand report, were delivered to 156 sites, including all area development districts, community colleges, college counselor educators, Employment Services department offices, Kentucky Tech Regional Offices and schools, JTPA Service Delivery Areas and Job Opportunity and Basic Skills offices. The SOICC developed, printed and distributed a directory of licensed occupations that includes descriptions, education and examination requirements as well as

tee schedules and test dates. The SOICC conducted a three-day OIS training workshop in 1995 and another in 1996, with the number of participants totalling more than 300 planners and administrators for two workshops. The SOICC conducted a CIDS training workshop for 467 persons in 1996 and a School-to-Work/Tech Prep workshop for 623 persons in 1995. The SOICC developed and distributed over 152,000 copies of Kentucky Career Guide, the state's career information tabloid newspaper. Teachers involved in implementing the Kentucky Education Reform Act are using the tabloid for career exploration activities for students. The SOICC-published *Postsecondary Educational Opportunities* includes listings of all public, private and proprietary schools with approved postsecondary programs. The SOICC has been involved in the planning and development of the labor market information component of the state's successful proposal for a grant for One-Stop Career Centers. The SOICC implemented FAXFACT, a new method of delivery by fax of occupational, labor market, career and educational information to agencies and organizations who request specific data. The SOICC is involved in the production of a weekly full-page in the *Lexington Herald-Leader* that provides information on careers, wages and employment outlook. The SOICC participated with the education and business communities in 14 career and job fairs. The computerized Kentucky Career Information System is operational at 456 local school sites across the state.

## LOUISIANA

The Louisiana SOICC developed and distributed a wide range of products during the year including more than 31,000 copies of Finding the Right Job on computer disk to help meet needs of special classes and target populations, an estimated 50,000 copies of "Job Hunting Tips", a pocket size reference card containing job interview and placement strategies, and 1,500 copies of *Financial Aid for College and Vo-Tech Students*. In addition, the revised *1995 Louisiana Licensing Guide* was published and an initial 250 copies were distributed. The SOICC distributed the *Occupational Outlook Handbook*, *Using Unemployment Insurance Data for Program Follow-Up*, *Program Guide: Planning to Meet Career Development Needs in School-to-Work Transition Programs*, and SOICC materials for a Department of Education Counselor Training Workshop and the Board of Elementary and Secondary Education Statewide JTPA Program. The SOICC has been active in the implementation of school-to-work and One-Stop Career Center initiatives. The SOICC sent a counselor educator to the CDTI Summer Institute on Career Development and Technology, sponsored three downlink sites for the Network's teleconference on career development and school-to-work transition, and sponsored the attendance of Employment Service training staff at an Employee Career Development train-the-trainers workshop in Hartford, Conn., and an ICDM/WIT training seminar in Jackson, Miss. The SOICC assisted the Louisiana Career Development Association in conducting a workshop. The Louisiana career information delivery system was expanded to new sites during the year, with CHOICES Jr. at 196 sites serving 67,800 students, while CHOICES is in place at 187 sites accommodating 131,000 students. CHOICES CT is provided at 48 sites, including 37 Job Service offices, and plans are to install the systems in One-Stop Career Centers. A major emphasis of the SOICC is planning and implementing the Occupational and Labor Market Information Database. The OLMID file support structure is now in place, and data is being entered into the system. The 1995 State Training Inventory update has been distributed and information regarding the program is available on the Internet.

## MAINE

The Maine SOICC organized a statewide school-to-work forum for more than 100 educators and hosted a downlink site for the national teleconference on career development and school-to-work initiatives in March 1995, serving educators and teacher educators. The SOICC continued its support of career development programming through its lending library, the Work Education Resource Center. SOICC staff conducted more than 50 career information delivery system site visits for training and technical assistance in using the CIDS to help customers plan careers. The ICDM program is a key component of the SOICC's services. ICDM training during the program year included two ICDM Basic workshops and two ICDM Advance workshops for 106 persons. The ICDM training team includes a counselor educator, a training consultant, a senior analyst from the Labor Market Information division and a member of the SOICC staff. The SOICC is introducing the *Life Work Portfolio* in a variety of settings with primary customers being adults in career transition. Adult education, workforce development and human services agencies, college and universities, and technical colleges are targeted for initial implementation. Training will be provided by the SOICC. A comprehensive review of products is under way by the SOICC's curriculum and product development committees and participants are developing strategies for new products and the enhancement of current materials. The SOICC promoted the use of the new Occupational and Labor Market Information Database and, as a result, a multi-divisional group of program directors have decided to adopt and develop OLMID as a common database in the state. OLMID will be brought fully on-line in 1995-96.

## *Maryland*

The Maryland SOICC significantly increased distribution of its VISIONS and VISIONS PLUS computerized career information systems to more than 405 sites in Maryland in 1995-96. In the first full year of operation, VISIONS was in use in 147 middle and junior high schools in 17 of the 24 local education agencies in the state. VISIONS PLUS now includes a skills transferability file, a complete national graduate school file, and a financial aid and scholarship file. The SOICC has worked closely with the Governor's Workforce Investment Board and the Department of Labor, Licensing and Regulation to develop CareerNet VISIONS for use in One-Stop Career Centers in Maryland. CareerNet VISIONS is now operating in nine One-Stop Career Centers and eventually will be expanded to 70 One-Stop Centers. Over 1,000 counselors have been trained in over 50 VISIONS /VISIONS PLUS training sessions. The SOICC worked with Maryland's Labor Market Analysis and Information unit to complete the update of employment projections to the year 2005 and their incorporation into all Maryland's career information delivery systems. The SOICC is working in a cooperative relationship with the Labor Market Information unit to produce and disseminate substate area projections. The SOICC continues to offer Improved Career Decision Making and Employee Career Development workshops and to publish newsletters and career information tabloids. The SOICC is initiating planning efforts to have all of its systems enhanced and is exploring the possibility of modem and Internet access for increased usage. Future activities include planning a career information delivery system for Maryland elementary schools. The SOICC is developing a licensing regulation handbook, with distribution planned for Fall 1996. Two training centers were developed at SOICC headquarters including a training office for one-on-one training and a computer training facility for small groups of counselors, administrators and teachers. SOICC products and services are central to One-Stop Career Centers, school-to-career programs and other workforce development efforts in Maryland.

## *Massachusetts*

The Employee Career Development program has been a priority with the Massachusetts SOICC which conducted three ECD training workshops at the Massachusetts Rehabilitation Commission for vocational rehabilitation counselors, interpreters for the deaf, placement specialists, supervisors, training specialists, the state program supervisor and the area director. A major campaign to promote the use of the *Get A Life* career planning portfolio in schools was initiated and included a SOICC presentation on portfolios to counselors in local school-to-work partnerships and follow-up on use of the portfolios pilot tested at two high schools, a middle school and the New England Center for the Deaf/Blind. With the support of the Employment Service, the SOICC published companion materials for the portfolio, including *Student Workbook: Career Portfolio and Teacher's Lessons Plan*. SOICC staff have been featured presenters at school-to-career partnership in-service training programs. The SOICC successfully completed a competitive procurement to obtain a career information delivery system that will be distributed beginning in the Fall of 1996. With the development of the Micro-OIS, the Massachusetts SOICC will be providing the planning system beginning in the summer of 1996. These two new ventures for the SOICC expand its capability to serve the workforce development system in Massachusetts. Both systems will be offered to the new Career Centers that are being established. The SOICC distributed Job Guide on diskette, and distributed *Licensed Occupations in Massachusetts* and *Licensed Occupations of the Northeast*. The SOICC distributed 100 copies of State Training Inventory and worked with Employment Services staff to adapt STI for the *Training and Employment Directory*.

## *Michigan*

Recent occupational information developments by the Michigan SOICC are related to the school-to-work initiatives, the One-Stop/Workforce Development System and information technologies, all efforts that will improve information delivery to an expanded customer market. Career information resources are being strengthened throughout the state with the Michigan Occupational Information System now located at more than 1,500 user sites. To support the state's school-to-work initiatives, a multimedia, CD-ROM version of the OIS is under development. A prototype version has already been completed. A key aspect of the project involves partnerships with the private sector, including financial backing by industry and trade groups along with their involvement in product development. This approach will help minimize costs to users and keep information and multi-media products up to date. An additional important component involves industry arrangement of occupational information to demonstrate how the complex structure and components of an industry must come together in a business enterprise. A Microsoft Windows version of the OIS is under development and will include customized features to support the use of career information in a One-Stop Career Center. Support for job-finding will be incorporated into the software, including resume writing features and employer directories. The OIS is a required customer service feature of Michigan's One-Stop Career Center system, No Wrong Door. Plans for an Internet-

based version of the OIS were finalized in 1995 with the system debut scheduled for mid-1996. This configuration will place an abridged version of the occupational files and a structured search on the World Wide Web. Direct links to Web sites of schools, including colleges and universities, and their programs, are planned. Information technology will play a major role in the state's No Wrong Door system, which involves all the SOICC's agencies. Much of the technology being developed is directed to self-serve information systems. Technology plans completed in 1995 include deployment of the ALMIS Talent Bank of electronic resumes, which allows access by employers and job seekers via the Internet, online job orders and self-registration systems via touch screen kiosks, personal computers and a planned Web version of the state's LMI electronic bulletin board systems.

### *Minnesota*

In response to requests within the Minnesota Department of Economic Security (MDES), the Minnesota SOICC co-sponsored several Employee Career Development classes for more than 80 employees. The classes were provided through the department's Employee Career Development Center. Other state departments also have scheduled training for staff members. The ICDM train-the-trainers workshop in February led to an Improved Career Decision Making for teachers designed to expand career development components in elementary and secondary curricula. The SOICC presented training to a pilot group of teachers in June and is collaborating with the Department of Children, Families and Learning to offer training and tools to more than 300 teachers throughout the state via Tech Prep and One-Stop Workforce Centers. The SOICC has purchased two sets of the Enter Here videos to lend to middle and high schools. Through the assistance of MDES Resource Center, over 300 videos were distributed in the first four months. The SOICC also is coordinating state training for use of The Real Game in middle schools. Sixty educators and administrators attended the national career development teleconference in March 1995 at two sites hosted by the Minnesota SOICC in cooperation with the Minnesota Council on Vocational Technical Education. Local panels included the commissioner of the Department of Economic Security, the director of Technical Preparation, teacher educators and a school superintendent. An Occupational and Labor Market Information Database and OIS for Minnesota have been developed by the SOICC. In November, an introductory OIS training session was conducted for a pilot group of 20 educational planners and analysts. The three-month pilot is being followed by updates and statewide training in 1996. The SOICC is sponsoring the development of an electronic journal which will scan current materials and present education and work-trend articles. This journal, available in print and on the Internet later this year, is co-sponsored by the Department of Children, Families and Learning and Minnesota State Colleges and Universities. The SOICC resumed publishing the quarterly newsletter, Workforces, and continued its support of Minnesota Careers, distributed each year to 40,000 individuals. In addition, the SOICC is working with other agencies to provide copies to Minnesota's 70,000 ninth graders in 1996. As part of this effort a teacher guide and training workshop will be provided to teachers.

### *Mississippi*

The Mississippi SOICC continues to expand its Career Information Development Services. Participation increased in activities for users of MS CHOICES, the statewide career information system, and in instructor training for the new Tech Prep Career Discovery course. The course is required for all 7th grade students at the Tech Prep sites in Mississippi. An additional CIDS system is now part of the new 8th grade Computer Discovery Course that links career development to the high school version of the program. The number of CIDS sites increased to 390, serving over 25,000 people during the year. Tech Prep coordinators, teachers and counselors who use the system in support of career assessment, exploration, decision-making and planning, continued to receive information about each of these components. Forty-nine Employment Service and Service Delivery Area sites throughout the state have implemented the adult version. The Mississippi SOICC hosted the national train-the-trainers ICDM/Workforce In Transition workshop. The audience for two ICDM workshops expanded to include individuals from member agencies and community representatives who serve specific target groups. One ICDM workshop featured two guest speakers from Southampton, England, who were spending a year at Boston University on a Fullbright commission. The SOICC sponsored eight downlink sites for the March 1995 national career development teleconference, and provided workshop materials for 300 participants. Tech Prep coordinators at each of the community colleges and all of the universities were invited to participate, and many chose to tape the teleconference for use in staff workshops. The SOICC sponsored attendance at the Employee Career Development train-the-trainers session in September of representatives from the

Mississippi Employment Security Commission, the Board for Community and Junior Colleges and the JTPA Rapid Response Office. More than 300 counselors and administrators were provided training materials and occupational resources for use in implementing the new Community College Skill/Tech Career Centers. The SOICC's new Micro-OIS system is in operation at approximately 200 sites, initially for program planning. At least 15 community college career centers will use the new system to access current labor market information.

### *Missouri*

The Missouri SOICC prepared the labor market information section of the successful One-Stop Career Center implementation grant and is now working with other agencies to implement the plan in Missouri. The SOICC-developed Occupational and Labor Market Information Database will be fully integrated with the state's one-stop program. The SOICC conducted a two-day statewide Labor Market Information training session for 120 participants representing a variety of state and local agencies. The workshop covered topics such as economic trends for the state and nation, the use of state and local LMI data sources, use of the Micro-OIS and Missouri CHOICES; changes in the new *Dictionary of Occupational Titles*, and One-Stop Career Centers. The SOICC conducted four sessions on using career and labor market information in counseling and special training sessions for vocational rehabilitation counselors, employment and training personnel, Tech Prep consortia, administrators and supervisors of vocational education, employment service representatives and placement personnel. Over the past five years, the Missouri SOICC has provided labor market information and career information training for more than 1,000 employment and training professionals. The SOICC has been involved in a project with the Department of Labor and Industrial Relations research staff to improve the availability of current wage information for substate areas in Missouri. The SOICC incorporated information from surveys conducted by research staff into its automated Wage Information System, providing access by county, region, or a choice of county groupings. The SOICC has developed a new program module for the Micro-OIS that provides summary wage survey data for Missouri and 11 substate regions, including data for OES occupations. The SOICC summarized wage survey data for incorporation into the Missouri CHOICES career information system and acquired wage data for education and construction occupations from other sources. The SOICC used the Occupational Information System database to develop revised employment outlook for CHOICES covering the 597 occupations in the statewide file. Factors also were developed for all occupations in each of Missouri's 11 substate areas and narrative statements were developed for every occupation in the geographic areas. The narratives describe employment and job opening levels through the year 2000 and identify occupations that are declining or in oversupply. The SOICC has completed the annual update of the mainframe OIS, revising supply databases for secondary and postsecondary schools, adults, JTPA, Job Corps and military returnees. The SOICC developed and distributed 200,000 copies of its career information tabloid, Missouri Career Guide.

### *Montana*

The Montana SOICC updated the Montana Career Information System (MCIS) annually, including information files on occupations, education and training programs, in-state and national schools, scholarships and financial aid, apprenticeship, job search and self-employment. The SOICC developed a pilot version of the Montana Career Information System (MCIS) for Windows. The pilot CIS for Windows was previewed for participants in 13 workshops conducted by the SOICC in PY 1994. The new software was distributed in September 1995, and led to substantial increase in system users. The SOICC introduced a new interactive job search and resume writing program and placed it in all Job Service offices in the state. The SOICC participated in five workshops on using the *Get A Life* career development portfolio in a school district in Montana that was one of the national demonstration sites. The SOICC coordinated with the state school-to-work office to sponsor the NOICC career development teleconference at three sites. The SOICC has been involved in the annual state School-to-Work/Tech Prep Conference, as a member of the conference planning team and as a presenter in 1994 and 1995. Training was initiated and preliminary work completed for implementing the Occupational and Labor Market Information Database and the new Occupational Information System. SOICC and MCIS products were exhibited annually at major educational conferences in the state including the Montana Counseling Association, the Montana Vocational Association and the Education Leadership Conference, the Montana School-to-Work Conference and the State Tech Prep Conference, and the state Job Training Conference.

## *Nebraska*

The Nebraska SOICC published and distributed 90,000 copies of a career information tabloid designed for high school students, educators, parents and job seekers. The tabloid was produced in cooperation with the Nebraska Career Information System, the Nebraska Department of Education, the Coordinating Commission for Postsecondary Education, the Nebraska Council on Vocational Education, the Nebraska Department of Roads and the Nebraska Department of Labor. The SOICC sponsored a career information booth at the Nebraska State Fair, conducted six Improved Career Decision Making workshops, and distributed the State Training Inventory to JTPA, University of Nebraska Career Centers, and many state and private vocational rehabilitation agencies. SOICC staff made career information presentations to more than 4,000 students and educators during the year and participated in high school career days at six Nebraska high schools.

## *Nevada*

The Nevada SOICC is now a part of the Department of Employment, Training and Rehabilitation, Information Development and Processing Division, Bureau of Research and Analysis. The SOICC implemented the OLMID which will be used by a wide range of entities within the department. The OLMID manager will be housed in the research unit. A new emphasis on the Nevada Career Information System has resulted in an extensive updating of the NCIS database. The SOICC added Spanish QUEST and a micro-skills module. The system is available at over 5,600 computer sites in nearly all public and many private schools, and in libraries and Job Service offices. The Nevada SOICC upgraded NCIS to a Windows operating system that includes program specialties and additional school sorting options such as learning disabilities, religious affiliation of a particular school and sports scholarships. A Macintosh version is being adopted to expand the base of system users. Two new elementary school programs: Career Trek, a computer software in both IBM and Macintosh format for use by 4th through 6th graders, and The ABC's of the World of Work, piloted by the Maine SOICC, that includes a set of flash cards for use by kindergarten through 3rd grade students, are being incorporated. The SOICC conducted 42 NCIS training sessions, which were attended by 330 persons who were trained to install and use the system for career guidance programs. Participants included trainees from community colleges; rehabilitation services offices; employment services; public libraries; private sector, school districts and guidance and counseling consultants; and the annual Native American Conference.

## *New Hampshire*

The New Hampshire SOICC designed and is now developing a Northeast regional supply/demand report for its new Micro-Occupational Information System, updated the New Hampshire Community Profiles database and published the 500-page reference book, and hosted a two-day conference of Northeast SOICC Directors. The SOICC surveyed schools and agencies regarding activities relevant to school-to-work efforts and incorporated the information into a computer database with the SOICC serving as a clearinghouse for the data. The SOICC conducted the fourth and fifth annual New Hampshire Job Notes Career Comic Contest for students, awarding $100, $75 and $50 in U.S. Savings Bonds to the winners. The SOICC continues to promote the National Career Development Guidelines as a blueprint for comprehensive career guidance programs and received a grant from NOICC to update the handbooks. The SOICC is encouraging the use of crosswalks and data clusters to relate data across different agencies and serving as a clearinghouse for school-to-work transition program activities. Development of the Occupational and Labor Market Information Database is near completion. The SOICC held its 11th Annual Economic and Labor Market Information Conference. The SOICC is conducting Micro-OIS training for member agencies and distributing the OES/DOT crosswalk to JPTA personnel and others. For the opening of the 1995-96 school year, the SOICC designed and distributed a bookmark that highlighted the economic and employment related differences between high school graduates and dropouts. In March 1996, the New Hampshire SOICC put up its home page on the Internet with Web sites for New Hampshire Community Profiles data and Licensed Occupations data. All of the SOICC's Web pages are linked to related sites like America's Job Bank, NOICC and the Bureau of Labor Statistics.

## *New Jersey*

The New Jersey SOICC placed a high priority on enhancing cooperative relationships among its member agencies, and working arrangements were developed in the areas of apprenticeship, school-to-work and One-Stop Career Centers. As a result of this effort, a system for collecting program outcome information on students in occupational programs and individuals who apply for occupational licenses, certificates or registration is being developed. Plans are for the information to be used in a comprehensive program assessment and evaluation system. To support the state's Workforce Development Partnership Program, the New Jersey SOICC published a revised *Guide to Labor Demand Occupations*, which

included, for the first time, an analysis of occupational supply and demand at the regional level. The SOICC published the *1995-1996 New Jersey Occupational Outlook Handbook*, used throughout the state for current, locally applicable occupational supply and demand information. The publication also is used in many schools to help teach career decision making strategies. The SOICC conducted eight, three-day Improved Career Decision Making workshops, including seminars for the Department of Labor's Division of Vocational Rehabilitation Services and others for counselors from a range of community-based organizations. The New Jersey SOICC developed a Windows version of its career information delivery system, revised its units of analysis for the Occupational Information System, and worked with the Department of Labor on a program utilizing Occupational Employment Statistics taxonomy to develop a coding strategy for assigning occupational codes to all Unemployment Insurance claimants. A six-month pilot program was completed and the program was expanded to cover all local unemployment offices.

### *New Mexico*

The New Mexico SOICC continued to provide Improved Career Decision Making training for counselors and preservice training for counseling students. In addition, plans are under way to work with guidance staff of the newly established New Mexico Education Department on new initiatives, including a statewide counselors' conference. The New Mexico SOICC served on state teams writing proposals for school-to-work, One-Stop Career Centers and Unemployment Insurance Profiling grants. The SOICC implemented a CIDS pilot program at labor service centers, updated state data files for CIDS, moved to a new CIDS vendor, and secured funding to continue the services of the CIDS state coordinator. The SOICC gathered special data for the New Mexico Department of Education, supported new occupational projections and developed a career video library. The SOICC now is planning a campaign to promote usage of the library. Exhibits were provided at the New Mexico State Fair and will continue to be placed at educational conferences. Newly expanded wage surveys are being developed to meet all committee agency needs. The SOICC was program manager for a weekly statewide television show promoting Department of Labor jobs, services and information.

### *New York*

The New York SOICC has been very active in a wide range of school-to-work initiatives in the state, a first-round recipient of a national school-to-work grant. In cooperation with other agencies, the SOICC sponsored a bidders conference where representatives from the New York School-to-Work Advisory Committee met with local partnerships to help them prepare grant proposals. The New York SOICC coordinated a host of presentations on career and labor market information as well as on services available at the local level. In conjunction with the New York State Department of Labor, Division of Research and Statistics, the SOICC helped draft a School-to-Work Tool Kit, highlighting information and services available from the department to support school-to-work activities. The brochure was distributed to state and local agencies. Another major focus of activity during the period was information packaging and dissemination. The New York SOICC helped coordinate the preparation and production of the *Occupational Projections* for New York State and its 10 regions. The SOICC published Occupational Trends, a tri-fold brochure summarizing the projections. Additional accomplishments include pilot testing the adult *Life Work Portfolio*, updating and publishing a more detailed and user-friendly *Industry Finder*, updating and distributing the State Training Inventory to high schools and other organizations in the state, participating in numerous career days at area high schools, and making presentations to counselor groups. SOICC staff attended the Northeast and National SOICC Directors' meetings, continued work on the New York Labor Legacy Committee, and participated in the New York Workers Emeritus Program. The SOICC has been an active participant in the preparation of the New York State One-Stop system and in ALMIS, Long-Term Projections and LMI Institute consortium. The SOICC coordinated the downlinking of school-to-work teleconferences in New York and hosted Workforce In Transition training. The SOICC coordinated a beta test site for the Occupational and Labor Market Information Database (OLMID) and the new Occupational Information System, both of which have been established in the state.

### *North Carolina*

The North Carolina SOICC revised the software for North Carolina Careers, the state's career information delivery system program, to include new information and support materials. In 1995 the system was then distributed to 146 schools and agencies sites across the state, and the SOICC trained 95 persons from five agencies to use the software. All schools, community colleges and many government agencies in the state received the 285,000 copies of the North Carolina SOICC's tabloid, Career Choices in North Carolina, in the Fall of 1995. Some schools have incorporated the tabloid and User's Guide into their guidance curriculum. The SOICC sponsored six regional Career Choices workshops and has scheduled four Improved

Career Decision Making workshops and two ICDM/Assessments workshops. A statewide staff development workshop on the National Career Development Guidelines also is planned. The Guidelines have been endorsed by the North Carolina Board of Education. The SOICC sponsored five Workforce In Transition workshops for JTPA and JOBS personnel, led by rehabilitation counselor educators. The Occupational Information System User's Group piloted the beta version of the new national OIS. The SOICC updated and distributed 182 sets of the Micro-OIS '94 version, along with the User's Guide and supplemental North Carolina Firms module. The new national OIS was to be distributed in the Spring of 1996. Sixty-five persons from five North Carolina state agencies, including public instruction, community colleges, employment and training, vocational rehabilitation and the Employment Security Commission have been trained.

### *North Dakota*

North Dakota SOICC member agencies were valuable participants in designing and implementing FINDNET (Follow-up Information on North Dakota Education and Training), a system housed and administered by the SOICC. The FINDNET system continues to grow, with the education and training agencies providing data for linkages to various administrative data files. The system ensures confidentiality and privacy of the data. A significant increase in the number of persons signing up for the training led the SOICC to add a third Improved Career Decision Making workshop in 1995, providing instruction to 117 professionals. A further increase in ICDM workshop participants is expected as more teachers become involved in the school-to-work program. Emphasis by the SOICC and its member agencies on career development, especially in the school-to-work program, resulted in overwhelming interest in career portfolios, now being implemented in schools, at postsecondary sites, and at offices offering career planning services to adults. The SOICC conducted one statewide CHOICES workshop and seven local school workshops during 1995. Because of significant changes in the CHOICES software in 1996, the SOICC, in conjunction with the State Board for Vocational Education, conducted five formal workshops and numerous informal briefings on the software. Currently over 90 percent of high schools in the state use the system. All the Job Service and vocational rehabilitation offices and several adult learning centers also use CHOICES. The national satellite teleconference in March 1995, co-sponsored at the state level by the North Dakota Association of Colleges of Teacher Education, was downlinked to seven sites. Many of the 56 participants learned about the school-to-work effort for the first time through a presentation on the North Dakota Interactive Video Network. Future career development training will emphasize providing teacher educators with the skills necessary to become in-service instructional team members. The SOICC distributed the State Training Inventory to over 40 sites across North Dakota in 1995, and provided STI data to the National Crosswalk and Data Center. Also in 1995, the North Dakota National Guard delivered the tabloid newspaper, Career Outlook, to high schools across the state. In 1996, over 70,000 copies of Career Outlook were distributed across the state, reaching over 10 percent of the state's population. A user's guide was developed for the tabloid, with over 500 copies distributed. In-service instruction on the use of the guide was provided several times in 1995-96.

### *Ohio*

The Ohio SOICC arranged for the Ohio career information delivery system and Occupational Information System to be available on the Internet and World Wide Web. The CIDS tested a Web version of Ohio Career Information System (OCIS) as a possible replacement for the present mainframe version, and the Labor Information Market (LMI) system added LYNX browser access to Internet job/resume banks through the LMI system All-in-One communications package. The LMI system now provides access to over 100 recommended job banks on the web, including America's Job Bank, the Ohio Job Net, Career Mosaic, and the E-San Interactive Employment Network. The user base for the SOICC's on-line information systems about careers, the labor market and economic development continues to grow. The OCIS, with the Ohio Department of Education as the lead agency, expanded the base for automated career information to more than 1,500 office accounts. LMI system accounts, for which the LMI Division of the Ohio Bureau of Employment Services serves as the lead agency, increased to more than 300 user accounts. Major system improvements include a new Windows version for CIDS; additional geographic breakouts of labor force information in the LMI system; and easy-to-access tables for geographic, occupational and industry codes and on-line case study tutorials. Now, because of the improvements, reference manuals are not needed during normal operation. The SOICC/LMI division staff and the Ohio Rehabilitation Services Commission research staff prepared the first series of follow-up reports about client outcome information, e.g., wages and employment after training based on unemployment insurance wage

records. Funding was secured for the One-Stop Career Center and for the planned publication of the Ohio career tabloid. NOICC designated the Ohio SOICC director as coordintor of a national Economic Development and Employer Planning System user's group. The National Center for Education Statistics designated the Ohio SOICC director as the Ohio Coordinator for the Integrated Postsecondary Education Data System (IPEDS).

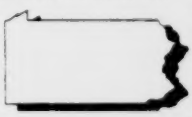
### *Oklahoma*

In cooperation with the Public Information and Guidance divisions of the Oklahoma Department of Vocational-Technical Education, the Oklahoma SOICC developed three 24-page, four-color career magazines. The magazines target elementary, middle and junior high school and high school students. To lay the foundation for the development of the magazines, the SOICC organized a team of public information and guidance professionals to discuss how to meet the career information needs of all age groups for the school-to-work movement. The team came up with the idea for the magazines and three groups were formed to focus on content. All three magazines are based on the National Career Development Guidelines. In a separate project, the SOICC organized an annual statewide essay contest in cooperation with sponsors from the private sector. Awards included $500 savings bonds for first place winners, $300 for second place, and $100 for third place essay winners. The essay winners were honored by a special presentation by the Governor. The Oklahoma SOICC formed a statewide job placement network available to counselors and other advisers who help Oklahomans with career planning and job placement. Members of the network meet once a month to share best practices, new job placement materials and to discuss organizational issues. The SOICC sponsored a statewide career and job placement conference organized around six tracks, including assessment, job readiness and placement, work site learning and mentoring, career and labor market information, financial aid and guidance and career development. Workforce In Transition training also was offered at the conference. The SOICC sponsored four downlink sites for the national teleconference on school-to-work and used the teleconference as the centerpiece for a two-day training session for professional educators. In cooperation with member agencies, the Oklahoma SOICC is producing a Windows and DOS version of the new Occupational Information System, which will include statewide information, 1994-2005 projections, industry information and employer data. All new sources of data are being incorporated into the new Occupational and Labor Market Information Database, which will be used as a large sharing database for the career information delivery system and by SOICC member agencies. A series of training workshops will be offered with training targeted specifically to One-Stop Career Centers and staff involved with the school-to-work initiative. The SOICC supported the development of software for the NOICC Master Crosswalk database, making the database a more user-friendly resource in the state. SOICC staff also developed and published *Licensed and Certified Occupations of Oklahoma*, which contains more than 140 occupations including 35 new occupations added during the update. More than 3,000 copies are being sold on a cost-recovery basis.

### *Oregon*

The Oregon SOICC was involved in the development of labor market information training for front-line workers with its grant partners, including the Office of Educational Policy and Planning, Employment Department, Adult and Family Services, vocational rehabilitation, JTPA, Office of Professional and Technical Education, Office of Community College Services and the Department of Corrections. The SOICC published its career information tabloid newspaper, Oregon Careers 1995, and is developing Oregon Careers 1996. The SOICC published its guide to *Oregon Licensed Occupations* and provided data for State Training Inventory. Career Development Training Program activities included institutes and workshops for career development professionals, developing a career development portfolio, conducting a school-to-work transition workshop for counselors and sponsoring a downlink site for the national teleconference on school-to-work.

### *Pennsylvania*



The Pennsylvania SOICC and state Bureau of Research and Statistics are working to determine the occupational information needs of participants in the Pennsylvania School-to-Work System. A consulting team from the Indiana University of Pennsylvania is surveying data users throughout the state, offering information about the system and researching the types of databases most important to educators and employers for use in strategic planning. The SOICC distributed the new PC-based Pennsylvania CHOICES system, CHOICES '96, which allows users to identify job and career options that suit their individual interests, abilities and educational goals. Pennsylvania CHOICES is available at over 400 sites, including

job centers, vocational rehabilitation offices, schools and colleges, JTPA-funded rapid response teams and military transition centers. Training provided by the SOICC included two two-day Improved Career Decision Making workshops attended by more than 110 counselors from schools and human services organizations. The SOICC also presented two three-day Workforce In Transition workshops for 60 Pennsylvania Job Center personnel who provide services to adults confronting career or employment transition. The SOICC conducted a statewide workshop on Holistic Assessment for Employment and Training, a skills-building workshop for 54 JTPA professionals. Staff training in December drew 70 counselors involved in the Department of Education's Jobs for Pennsylvania Graduates program, and a follow-up workshop focused on using the PC-based Pennsylvania CHOICES career guidance information system to counsel at-risk and disadvantaged youth. The Pennsylvania SOICC began distributing the new CAREERNET software, a companion to the *Occupational Outlook Handbook* published last year. CAREERNET incorporates information on 111 state occupations with detailed descriptions of the work, education and training requirements, schools and colleges offering training, job outlook, wage data and major employers. Community outreach and customer training support for the Pennsylvania School-to-Work System and Tech Prep Education program continued for individual school districts or participating consortiums. The SOICC received NOICC's 1994 Recognition Award for Network Leadership and Support at the August 1994 SOICC conference and a member of the Pennsylvania SOICC staff received NOICC's 1995 Outstanding SOICC Staff Member award. The SOICC published and distributed more than 400,000 copies of the 1996 edition of the Pennsylvania CAREER GUIDE newspaper.

### *Puerto Rico*

The Puerto Rico SOICC held a three-day Open House that was highly successful in increasing the visibility of the SOICC and its products. State officials, JTPA personnel, vocational counselors, Private Industry Councils, educators and students visited SOICC offices. The event led to a significant increase in demand for SOICC products including labor market information studies, reference materials and videos. The SOICC sponsored a downlink site for the national teleconference on school-to-work and conducted Improved Career Decision Making, Employee Career Development and National Career Development Guidelines training workshops. The SOICC established an Information State Agency Committee to facilitate the gathering of data for the Occupational and Labor Market Information Database. The committee is composed of representatives of government agencies that provide and use labor market information. The SOICC published a number of career awareness materials for second grade students and produced and distributed an occupational exploration and selection module that guides the user through a series of exercises and a questionnaire that helps them learn about their interests, the labor market and occupations. A new version of the career information delivery system is now available. The SOICC has participated in various steering committee activities, assisting in developing proposals for school-to-work and One-Stop Career Center grants. Several career information products are to be produced in video format, and the SOICC plans to translate and adapt for Puerto Rico the *Get A Life* career development portfolio. The SOICC continues to publish Perspectivas, its career information tabloid, and conduct an Annual Technical Conference of CIDS for Curriculum Development as well as an Annual Conference for Vocational Education.

### *Rhode Island*

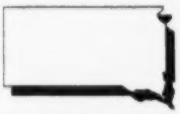
The Rhode Island SOICC has been heavily involved in helping schools assist students' career development process. The SOICC has presented six Improved Career Decision Making workshops to integrate occupational and career information with guidance, sponsored and presented six workshops at two statewide school-to-work conferences, provided training and consultation services on developing comprehensive career development programs in two school districts. The SOICC also co-sponsored with the Community College of Rhode Island, a two-day workshop, Creating a Comprehensive Career Guidance Program: A Team Approach. Another project involved co-sponsoring with Rhode Island College, Providence College and Salve Regina University, a downlink site for the NOICC teleconference on Preparing Professional Educators for the School-to-Work Transition Movement, and co-sponsoring with the Human Resource Investment Council and the State Council on Vocational Education, a survey of all Rhode Island public schools to gather data on the status of career guidance and counseling. The SOICC supported the attendance of 10 counselors representing five districts at a national conference on Developing, Managing and Evaluating School Guidance Programs, and provided *Get A Life* portfolios and training to two schools. The Rhode Island career information delivery systems programs are being used at more than 50 sites. The SOICC published its career tabloid, the Rhode Island Career Anchor, and supported the Ocean State Free-Net by putting the text of the *Handbook of Licensed, Certified and Registered Occupations* on-line. SOICC staff has created the Occupational and Labor Market Information Database and will distribute the new Rhode Island Micro-OIS. The SOICC has provided education and training data for the State Training Inventory, occupation-

al demand and supply data for the Northeast Employment Estimates Program, and an article for the NOICC Occasional Paper, *Career Information Hotlines Sampler*.

### *South Carolina*

The South Carolina SOICC has been heavily involved in school-to-work transition activities. SOICC staff served on the General Assembly's Youth Apprenticeship Committee, which drafted legislation for a proposed State School-to-Work Act, and on the Governor's School-to-Work Committee, assisting in the development of a federal school-to-work planning grant, resulting in an award of $260,000 to the state. Staff also worked with the South Carolina Employment Security Commission and Governor's Office in the development of a Capacity Building Challenge Grant. South Carolina was one of 10 states to receive this grant. As a result of a focused effort by the SOICC, all the initiatives have a strong career development component. The SOICC formed a School-to-Work Career Development Committee, which developed recommendations and implemented training for counselors in connection with school-to-work transition programs. The SOICC has met with the state's Tech Prep coordinators to familiarize them with SOICC products and services, and working through the Tech Prep coordinators, the SOICC has provided in-service training for counselors and teachers on implementing comprehensive career development programs based on the National Career Development Guidelines. The SOICC has provided three sessions of workshop training on The Real Game, a new career exploration program for students. The SOICC's career information system, SCOIS, is now in place in more than 600 sites. Through the use of modems, SCOIS users can obtain information on job openings from the SCOIS JOBANK. The SOICC offers a wide range of services and products for career development to serve individuals from elementary school through adulthood. New elementary school products sponsored by the SOICC include a workbook called *The ABC's of Careers* and a new CD-ROM product called Career-O-Rom-A. The SOICC has promoted and made extensive use of the *Get A Life* career development portfolio. From 1992 to 1995 the SOICC administered NOICC's Career Development Training Institute (CDTI), a university without walls that develops curricula to improved the career development skills of the nation's educators, counselors and employment and training practitioners. Based on its experience in this area, the South Carolina SOICC received a grant to administer the Labor Market Information (LMI) Institute. Like the CDTI, the LMI Institute develops curricula and training for professionals in the use and interpretation of labor market information.

### *South Dakota*



The South Dakota SOICC published the first two editions of the annual South Dakota Careerway tabloid. Over 60,000 copies of the tabloid have been disseminated to junior and senior high schools, Job Service offices, Career Learning Centers, vocational rehabilitation agencies, libraries, businesses and individuals. The SOICC's career information delivery system, ENDEAVOR, was updated and the SOICC provided state-specific data for three private vendor career information delivery systems. The South Dakota SOICC conducted four counselor workshops in cooperation with the Dakota Association of School Counselors and College Admissions Professionals and the South Dakota Curriculum Center. The counselor workshops included a hands-on training session using SOICC products and incorporated a session to provide feedback on the products. Staff met with the South Dakota Career Planning and Placement Association's executive board to discuss collection of college graduate placement data. Staff conducted nine other informational sessions on labor market trends and career information for approximately 600 participants. The SOICC also coordinated arrangements for three downlink sites for NOICC's national teleconference on school-to-work. SOICC staff worked on providing career information in the One-Stop Career Centers in the state. Private vendor career information delivery systems were reviewed by a task force of SOICC, Job Service, Career Learning Center and JTPA staff. The CHOICES software was chosen for a pilot test of career information software for dislocated workers and in a One-Stop Career Center environment. Discussions were held with school-to-work staff to determine what type of career information and training is needed by schools implementing school-to-work programs. Plans are being made for a joint publication showing skills needed for entry into the workforce.

### *Tennessee*

The Tennessee SOICC is increasing its emphasis on implementing the Occupational Information System and the State Training Inventory. OIS data has been improved and the SOICC has developed additional supply data from apprenticeship and Job Corps programs. All current supply information is being automated. In addition the SOICC is working to identify and train OIS system users at vocational schools, postsecondary institutions and member agencies as well as the private sector. Tennessee's new OIS was unveiled at an invitation only premier, with NOICC's executive

director as the keynote speaker. The SOICC has developed a new STI Training Manual and continued distribution of international career video project, Careers Going Global. The SOICC is working with the Tennessee Department of Education's School-to-Work Collaborative Project, assisting with the Single Parent Job Placement Apprenticeship Program, and providing technical assistance with the state's One-Stop Career Centers. The SOICC sponsored Internet training initiatives for counselors across the state and successfully piloted *Get A Life* and School-to-Work Transition career portfolio series. The SOICC provided pre-service and in-service training through its Survival Tips for Future Educators, and Exploring Career Options, sponsored in part by Dr. Kenneth Hoyt and Kansas State University. In collaboration with the Tennessee Bureau of Apprenticeship and Training, the SOICC provided technical assistance for Tennessee's Apprenticeship Fast Track. Among its numerous training and presentation endeavors, the SOICC provided technical assistance and training to Employment Security's Veterans Affairs staff. The SOICC trained more than 500 counselors, counselor educators and other human resources personnel through its 1995 2001: A Counseling Odyssey: Improved Career Decision Making Workshop Series.

## *Texas*

The Texas SOICC has a history of diverse project activities in all areas of labor market, occupational and career information. Texas SOICC staff were largely responsible for developing and coordinating the labor market information and career information components of the state's successful One-Stop Career Center implementation grant application. As a member of the America's Labor Market Information System wage record consortium, the Texas SOICC is implementing three major research projects that use unemployment insurance wage records for comprehensive follow-up activities. These projects include identifying entry level occupations that lead to career advancement and are likely to be filled by recent graduates; identifying gaps in UI wage records and finding ways to gather data from other sources; and developing ways to get pertinent information to One-Stop Career Center customers. The SOICC is conducting research to identify and document new significant occupations for the Texas economy that are expected to result from technological change and advances. The project includes developing a technical manual documenting the research design. The Texas SOICC's RESCUE project involves the development of new data and a computer software system designed to facilitate the transition of dislocated workers back into the labor market. It is expected that RESCUE will be widely used at One-Stop Career Centers across the state. RESCUE is a spin-off of SOCRATES, the SOICC-developed information support system for the state's Quality Workforce Planning initiative. Both RESCUE and SOCRATES will serve as the labor market information systems for One-Stop Career Centers statewide. In a major project with other state partners, the Texas SOICC has developed a career information delivery system called TEXAS C.A.R.E.S. that includes the development and production of CD-ROM software, training and technical assistance materials, and major new database research and acquisition initiatives. TEXAS C.A.R.E.S. will be used at One-Stop Centers. Since 1990, the SOICC's toll-free Career Information Hotline, funded by the Texas Education Agency, has grown by 350 percent. The project was recognized by NOICC as an exemplary program for reaching more students than any project of its kind in the country. The SOICC conducted 66 Improved Career Decision Making workshops throughout the state during the past program year, serving close to 1,800 counselors, teachers and administrators. Sixty more workshops are being held in conjunction with Tech Prep this year. "Careers Texas for the 21st Century," a 19 hour VHS videotape series of occupational information, is available from the SOICC. The Texas SOICC produced and is distributing a promotional video to publicize the availability of the tapes. The SOICC has released the 1995-96 edition of the state's Career Success tabloid. The SOICC also published *Texas Job Hunters Guide, Directory of Licensed Occupations, Texas Occupational Handbook*, a monograph chronicling changes in the Texas economy and a labor market primer titled *Targeting Your Labor Market*. All of the publications were either updated or published for the first time in 1995-96.

## *Utah*

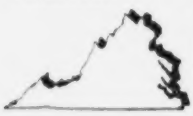
The Utah SOICC has been working with the State Office of Education to provide training for career guidance personnel and to ensure that each occupation in the state CIDS is linked with a career major. A special training effort was conducted to assist counselors in using CIDS to help students develop effective Student Education and Occupation Plans, which contain students' career majors, occupational goals, and four-year sequences of courses. Other training support included training for counselors implementing the National Career Development Guidelines. The SOICC continued its support of the CIDS by setting up an 800-number telephone hotline, publishing and distributing a new edition of Utah's Career Guide; distributing *Utah's Jobs Outlook in Brief*, distributing 3,000 copies of the 1994-95 edition of *Occupational Outlook Handbook*, and distributing hundreds of copies of the *Occupational Outlook Quarterly*. The

SOICC was part of a KUED-TV project to develop a video that presents postsecondary training options and career information tools. The SOICC began gathering information for the Utah Occupational and Labor Market Information Database, and updated licensing information for *Licensed Occupations in Utah*. To increase awareness and support for SOICC programs, SOICC staff have made presentations and led workshops in a variety of settings including pre-service counselor training workshops. The SOICC has been involved in the state's school-to-work program, Utah's Comprehensive School Counseling and Guidance program, state-based welfare reform initiatives, technical support and publication design for gender equity programs and the Utah Partnership for Education and Economic Development.

### *Vermont*

An active participant in the state's school-to-work efforts, the Vermont SOICC has been involved in a survey of middle school administrators, students and counselors to determine how to make labor market information more relevant; the development of a school-to-work newsletter; and a working committee reviewing the role of the Employment and Training Department in school-to-work projects. In addition, work is moving forward on a 60-page *School-to-Work Community Implementation Handbook* and a workshop that will combine the National Career Development Guidelines and the Vermont Common Core of Learning into a K-12 career development curriculum. The Vermont SOICC participated with SOICCs in Arizona and North Dakota and the Canadian Provinces in pilot testing The Real Game, an innovative career exploration program for middle school students. The SOICC has developed an Internet page that includes news releases, a list of the 50 fastest growing occupations, a list of the 50 fastest growing industries, and a list of program offerings for Vermont from State Training Inventory files. The SOICC developed, published and distributed 50,000 copies of a career information tabloid newspaper. An employer information module was developed for the Occupational Information System that allows users to crosswalk from an Occupational Employment Statistics job title to lists of employers, including telephone numbers. As a result, there is now an agreement with member agencies to acquire a commercial listing in preparation for new enhancements to the system.

### *Virginia*



The Virginia SOICC hosted the 1994 Mid-Atlantic Conference on Networking for Career Development held in Fredericksburg, Va., in October and helped plan the 1995 conference, held in Harrisburg, Pa. The Virginia SOICC worked with other SOICCs in the area to produce the first regional career information tabloid newspaper, the Mid-Atlantic Guide to Information on Careers (MAGIC). The SOICC published and distributed other career information materials, including 100,000 copies of Virginia's career information tabloid, Career Hunt; 50,000 copies of Virginia VIEWstart, an 8-page occupational awareness newspaper for elementary-level students; and its newsletter, *FORUM*. A toll-free career information hotline is now in place in the state and 20 training workshops were conducted statewide to demonstrate for counselors, educators and other professionals its new and enhanced products for the state's career information delivery system. The SOICC updated the State Training Inventory database and the databases for the Virginia Occupational Information System; began database development for the new Occupational and Labor Market Information Database; and published a hard-copy version of the OIS, *Guide to Occupations in Virginia*. Ten workshops on the Virginia OIS were held across the state for more than 160 participants. The SOICC organized a series of highly successful Improved Career Decision Making workshops in a joint effort with member agencies and private sector employers. An estimated 340 persons attended the ICDM workshops. The SOICC also sponsored five downlink sites for the NOICC teleconference on linking career development and school-to-work programs.

### *Washington*

The Washington SOICC developed a 1995-1997 Three-Year Plan, with mission statement, goals, objectives and planned activities. The plan stresses the importance of evaluation and customer feedback in the enhancement and development of user friendly career and labor market information products. The plan also recognizes the need to increase capacity and improve access to information. A new version of the Micro-OLM, Washington's occupational supply and demand system, was distributed throughout the state by diskette, bulletin board and the Internet. Planned improvements to the Micro-OLM include use of technology to distribute career and labor market information and increasing training capacity for the Improved Career Decision Making and Workforce In Transition workshops. The SOICC distributed 20,000 copies of the *Get A Life* career development portfolio to Washington state schools. More than 100 participants attended the *Get A Life* portfolio presentation at the national Tech-Prep II/School-to-Work Conference. In addition, 65 mini-grant *Get A Life* portfolio recipients received training at Centralia College. The Fast Forward program was supported by distribution of 800 videos and posters to high schools, correction facilities, community colleges and other SOICCs.

Working with the Washington Occupational Information System, the SOICC updated information for the Washington State Training Inventory system. The SOICC held three Improved Career Decision Making workshops for 50 participants at locations throughout the state, including Yakima, Aberdeen and Wenatchee.

### *West Virginia*

The West Virginia SOICC supervised the completion of the state Occupational and Labor Market Information Database and Occupational Information System, which will be distributed to over 200 sites throughout the state in the coming year. The SOICC published and distributed more than 100,000 copies of its career information tabloid newspaper, West Virginia Careers, to schools, libraries, Job Service offices, JTPA program and vocational rehabilitation offices, and colleges and universities. The SOICC supported the state's successful school-to-work effort by providing direction on career guidance delivery and the National Career Development Guidelines, and it continues to work with the state's Extension Education Program and the Council for Higher Education to disseminate career development materials and programs. Career development materials supplied by the SOICC are being used at four community colleges, and pilot testing has been under way to generate interest in school districts. The SOICC sponsored three downlink sites for the national teleconference on linking career development and school-to-work programs, and conducted two Improved Career Decision Making training workshops for school counselors, teachers and administrators. The SOICC completed and published the OES wage survey, produced and distributed Program Recommendations for Planners and Administrators, updated occupational projections, and improved data collection procedures for educational program completers and training program information for State Training Inventory. The West Virginia SOICC worked with other SOICCs in the region to produce a regional tabloid newspaper, MAGIC (Mid-Atlantic Guide to Information on Careers), and distributed 8,000 copies throughout the state. The SOICC supported and participated in the region's Mid-Atlantic Conference on Networking for Career Development held in Fredericksburg, Va., in 1994, and the one held in Harrisburg, Pa., in 1995

### *Wisconsin*

The Wisconsin SOICC developed and team-taught with staff from the University of Wisconsin Center on Education and Work, a graduate-level career development course for professionals at the University of Wisconsin, Madison. The course, "Strategies for Adult Career Development and Job Service Training," incorporates curriculum from the Network's Improved Career Decision Making and Workforce In Transition programs along with the paraprofessional program developed by the Career Development Training Institute. The SOICC is a participant in an interagency team effort to develop recommendations for a statewide career development strategy. As a result of their work, the state provided $600,000 to fund labor market information improvement, including career development activities. These activities included enhancements to the state career information delivery system. These funds also were used for the development of the Occupational and Labor Market Information Database (OLMID), the Wisconsin Occupational Information System databases and for the revision of the state's development guidance model. In February 1996, the SOICC began to pilot test the Wisconsin OIS database with the regional labor market analysts, the Educational Approval Board, the UW System Administration and the Wisconsin Technical College Board. The SOICC was part of a workgroup that is revising the Wisconsin Developmental Guidance Model and allocated Career Development Training Program resources to help implementation. The SOICC organized and convened an interagency committee to focus on needs of military service veterans returning to the state. While ongoing responsibility for VETNET has been turned over to the state Department of Veterans Affairs, the SOICC remains committed and involved. With the support of a grant for One-Stop Career Centers, the SOICC and Center on Education and Work staff assisted in the evaluation and selection of Job Center sites to award computer work stations in order to run the Wisconsin Career Information System Career Visions software. The Wisconsin SOICC co-sponsored the annual Career Conference, attended by 800 persons in 1995, and 1,200 persons in 1996; co-sponsored the 1995 and 1996 annual Career Essay Contest; sponsored a few of the regional labor market analysts to attend an Improved Career Decision Making workshop; and updated the State Training Inventory. The SOICC also published and distributed the 1995 edition of the Wisconsin Works career tabloid to personnel in schools and employment training programs. Additionally the SOICC sent packages of Wisconsin Works to military bases world wide for Job Assistance Centers and Project Hire.

## *Wyoming*

The Wyoming SOICC conducted seven Improved Career Decision Making and Labor Market Information/Data Use training sessions throughout the state. Participants included 160 high school, community college and University of Wyoming graduate counseling students; education, vocational rehabilitation, employment service and job training counselors; and vocational personnel from community colleges and the university. Eighty people attended the Labor Market Information training sessions offered by the Wyoming Career Information System. Support also was provided for workshops conducted by the Division of Vocational Rehabilitation, Employment Resources local office field managers and the Job Training Partnership program. SOICC and Wyoming Research and Planning publications now include information about occupational characteristics, such as demand, full/part-time definitions and wage differences between licensed/unlicensed job holders. This statistical research was collected through the Wyoming Occupational Wage Survey, designed and supported by the SOICC. The SOICC is pursuing use of career information delivery system in local employment offices as they move toward a One-Stop Career concept and is furthering the use of National Career Development Guidelines in schools with the assistance of the University of Wyoming Department of Educational Psychology and Counseling. Fifteen hundred high schools, community colleges, state agencies and individuals received the 1995 Wyoming Career Explorer, now in a standard notebook size. Among the more visible products and services is the expansion of the SOICC's career tabloid. Two issues are being published, one targeting youth and the second designed for adults. The Occupational and Labor Market Information Database and Micro-OIS are being tested and staff members are being trained to manage the systems. The Wyoming SOICC is actively supporting the state's school-to-work planning process. A contract has been let with the Northwest Regional Education Laboratory to provide an analysis of school-to-work in Wyoming and to identify the role of career information in school-to-work programs in high schools and in higher education. The SOICC director meets regularly with the Community College Executive Council to discuss the use of wage records in program follow-up and the use of OLMID in career planning. Staff also are putting together a process in which JTPA and AFDC program participants will analyze program performance.

# Financial Report

*NOICC's operations and grant programs are funded by the U.S. Departments of Labor and Education. In Program Year 1994, NOICC received $5.6 million from the Department of Labor and $4.9 from the Department of Education. In Program Year 1995, NOICC received $5.5 million from the Department of Labor and $4.2 million from the Department of Education. NOICC grants are awarded on the basis of program priorities as well as need and availablility of funds. NOICC supports state activities through two major grant programs:*

*1. Basic Assistance Grants, which support SOICC operations, staff leadership, Occupational Information System implementation and training, and other activities covered by the Job Training Reform Amendments of 1992 and the Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990.*

*2. Special purpose grants or supplemental funds, which support specific projects that address the Network's priorities. Special purpose and supplemental grants are used primarily for career development training support, developmental research, technical assistance in implementing Occupational Information Systems or career information delivery systems, and special training efforts. The majority of these grants are awarded on a competitive basis.*

## *NOICC Sources of Funding*

(Figures in Thousands)

| | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 |
|---|---|---|---|---|---|---|
| DOL | 4,044 | 4,147 | 5,400 | 5,357 | 5,579 | 5,500 |
| ED | 4,932 | 4,880 | 5,000 | 4,960 | 4,960 | 4,250 |
| DOD | 185 | 125 | 244 | | | |
| TOTAL | 9,161 | 9,212 | 10,644 | 10,317 | 10,539 | 9,750 |

## NOICC Expenditures: State Activities and Network Support

| | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 |
|---|---|---|---|---|---|---|
| SOICC BAGs | 6,867 | 6,918 | 6,861 | 6,876 | 6,900 | 6,953 |
| CAREER DEVELOPMENT/ INFORMATION SUPPORT AND TRAINING | 747 | 408 | 1,293 | 1,253 | 1,424 | 1,338 |
| OIS/ COORD. COMM./ NETWORK SUPPORT | 270 | 187 | 295 | 173 | 99 | 90 |
| TOTAL | 8,458 | 7,894 | 9,170 | 8,967 | 9,032 | 9,050 |
| PERCENT OF TOTAL EXPENDITURES | 87.5 | 86.5 | 87.0 | 86.6 | 87.4 | 87.2 |

## NOICC Expenditures: Federal Activities

| | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 |
|---|---|---|---|---|---|---|
| TECHNICAL ASSISTANCE | 176 | 124 | 11 | 73 | | |
| NOICC OPERATIONS | 1,033 | 1,111 | 1,262 | 1,310 | 1,300 | 1,331 |
| TOTAL | 1,209 | 1,235 | 1,373 | 1,383 | 1,300 | 1,331 |
| PERCENT OF TOTAL EXPENDITURES | 12.5 | 13.5 | 13.0 | 13.4 | 12.6 | 12.8 |

## Total NOICC Expenditures

| | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 |
|---|---|---|---|---|---|---|
| TOTAL | 9,667 | 9,129 | 10,543 | 10,350 | 10,332 | 10,381 |

# NOICC Grants for State Activities PY 1994 & 1995

| STATE | BAGS | SPEC. GRANTS | TOTALS |
|---|---|---|---|
| ALABAMA | 253,646 | | 253,646 |
| ALASKA | 219,891 | | 219,891 |
| AMERICAN SAMOA | 163,358 | | 163,358 |
| ARIZONA | 253,542 | | 253,542 |
| ARKANSAS | 231,650 | | 231,650 |
| CALIFORNIA | 413,092 | | 413,092 |
| COLORADO | 250,504 | | 250,504 |
| CONNECTICUT | 227,886 | | 227,886 |
| DELAWARE | 207,752 | | 207,752 |
| DC | 200,154 | | 200,154 |
| FLORIDA | 324,636 | | 324,636 |
| GEORGIA | 275,824 | | 275,824 |
| GUAM | 163,898 | | 163,898 |
| HAWAII | 227,844 | | 227,844 |
| IDAHO | 239,149 | | 239,149 |
| ILLINOIS | 323,987 | | 323,987 |
| INDIANA | 266,307 | | 266,307 |
| IOWA | 243,918 | 209,000[1] | 452,918 |
| KANSAS | 227,766 | | 227,766 |
| KENTUCKY | 249,149 | | 249,149 |
| LOUISIANA | 255,457 | | 255,457 |
| MAINE | 215,754 | | 215,754 |
| MARYLAND | 241,710 | | 241,710 |
| MASSACHUSETTS | 263,752 | | 263,752 |
| MICHIGAN | 0 | | 0 |
| MINNESOTA | 243,827 | | 243,827 |
| MISSISSIPPI | 251,384 | | 251,384 |
| MISSOURI | 268,322 | | 268,322 |

| STATE | BAGS | SPEC. GRANTS | TOTALS |
|---|---|---|---|
| MONTANA | 226,121 | | 226,121 |
| NEBRASKA | 220,239 | | 220,239 |
| NEVADA | 211,278 | | 211,278 |
| NEW HAMPSHIRE | 117,844 | 18,300[2] | 136,144 |
| NEW JERSEY | 258,403 | | 258,403 |
| NEW MEXICO | 233,423 | | 233,423 |
| NEW YORK | 346,620 | | 346,620 |
| NORTH CAROLINA | 294,610 | | 294,610 |
| NORTH DAKOTA | 220,365 | | 220,365 |
| N. MARIANA IS. | 126,955 | | 126,955 |
| OHIO | 329,982 | | 329,982 |
| OKLAHOMA | 255,167 | 903,895[3] | 1,159,062 |
| OREGON | 231,287 | | 231,287 |
| PENNSYLVANIA | 335,808 | | 335,808 |
| PUERTO RICO | 251,010 | | 251,010 |
| RHODE ISLAND | 210,611 | | 210,611 |
| SOUTH CAROLINA | 262,111 | | 262,111 |
| SOUTH DAKOTA | 209,804 | | 209,804 |
| TENNESSEE | 276,221 | | 276,221 |
| TEXAS | 400,524 | | 400,524 |
| UTAH | 201,260 | 90,000[4] | 291,260 |
| VERMONT | 206,099 | | 206,099 |
| VIRGINIA | 274,603 | | 274,603 |
| VIRGIN ISLANDS | 126,301 | | 126,301 |
| WASHINGTON | 263,174 | | 263,174 |
| WEST VIRGINIA | 225,116 | | 225,116 |
| WISCONSIN | 253,971 | | 253,971 |
| WYOMING | 206,873 | | 206,873 |

[1]NOICC Crosswalk and Data Center (NCDC)
[2]Career Development Training Institute (CDTI)
[3]NOICC Training and Support Center (NTSC)
[4]OIS Redesign

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*Appendix 1*

# NOICC Conferences & Training Programs

Career Development Facilitators' Curriculum
1996 Raleigh, N.C.
Rochester, Mich.
1995 Ft. Lauderdale, Fla.
1994 Rochester, Mich.

Workforce In Transition
1996 San Antonio, Texas
1995 Jackson, Miss.
Albany, N.Y.

School-to-Work Transition
1996 Atlanta, Ga.
Chicago, Ill.
Charlotte, N.C.
Philadelphia, Pa.
San Francisco, Calif.
Orlando, Fla.
St. Louis, Mo.
Charlotte, N.C.
1995 Denver, Colo.
1994 Dallas, Texas
1993 Albuquerque, N.M.

NOICC/CDTI Workshops: Preparing Teachers, Counselors and Administrators for a Changing Educational Landscape
1996 Dallas, Texas
San Francisco, Calif.
Philadelphia, Pa.
Atlanta, Ga.
Chicago, Ill.

Career Development Training Teleconferences
1995 Preparing Professional Educators for the School-to-Work Transition Movement
1994 Career Counseling for Change: Helping Students Transition from School to Work
1992 Technology, Innovation and Change: A New Reality
1991 Foundations for the Future: Career Development at the Elementary Level
1990 Designing the Future: Career Development at the High School Level

Improved Career Decision Making Train-the-Trainers
1996 Chicago, Ill.
1995 Jackson, Miss.
1994 Madison, Wis.
1992 Hartford, Conn.
San Diego, Calif.
1991 Minneapolis, Minn.
1990 St. Petersburg, Fla.
1989 Albuquerque, N.M.
1988 Denver, Colo.

Employee Career Development Train-the-Trainers
1994 Hartford, Conn.
1993 Detroit, Mich.
1992 Des Moines, Iowa
Raleigh, N.C.

Career Development Portfolios
1996 San Antonio, Texas
1993 McLean, Va.
Atlanta, Ga.
1992 Tulsa, Okla.

CIDS Technical Conference
1996 San Francisco, Calif.
1995 Orlando, Fla.

Midwest OIS/SOICC Conference
1995 St. Louis, Mo.
1993 St. Louis, Mo.

NOICC/OVAE/NCDA Career Development Preconference Workshop
1992 San Antonio, Texas
1990 Scottsdale, Ariz.

Industry/Occupational Projections Workshops
1994 Myrtle Beach, S.C.
1991 St. Petersburg, Fla.
San Diego, Calif.
1989 Atlanta, Ga.
1988 Sparks, Nev.
1987 San Antonio, Texas
1986 Raleigh, N.C.
Carson City, Nev.

OLMID/OIS Technical Conferences
1996 Atlanta, Ga.
Raleigh, N.C.
1995 Baltimore, Md.
1994 Salt Lake City, Utah

OLMID/OIS Workshop for One-Stop States
1995 Baltimore, Md.

National OIS Technical Conferences
1993 Nashua, N.H.
1989 St. Louis, Mo.
1986 Kansas City, Mo.
1984 St. Louis, Mo.
1983 St. Louis, Mo.
1982 Portland, Maine

Using LMI in Program Planning
1985 Miami, Fla.
1984 Ventura, Calif.
Detroit, Mich.
Providence, R.I.
Washington, D.C.

National CIDS Conferences
1985 Atlanta, Ga.
1984 Charleston, S.C.
1983 St. Louis, Mo.
1981 Columbus, Ohio
1980 San Antonio, Texas

CIDS Marketing & Funding
3 Regional Meetings

CIDS Information Development
New Orleans, La.

CDTI Summer Institute in Career Development and Technology
1993 Columbia, S.C.

National Career Development Guidelines: State Implementation
1989 Orlando, Fla.
King of Prussia, Pa.
1988 Oklahoma City, Okla.
Portland, Ore.

National Career Development Guidelines: Training Cadre
1989 Minneapolis, Minn.

National Career Development Guidelines: Local Demonstration Models
1988 Bismarck, N.D.
Starkville, Miss.
Sacramento, Calif.
Harrisburg, Pa.

National Career Development Guidelines: Regional Training
1989 Wilmington, Del.
Charlotte, N.C.
Denver, Colo.

## NOICC Conferences

SOICC Directors Meeting
1996 Alexandria, Va.

CIDS Developers Symposium
1995 Washington, D.C.

Counselor Educators Resource Group
1990 Washington, D.C.

National SOICC Conferences
1995 Tucson, Ariz.
1994 Danvers, Mass.
1993 St. Petersburg, Fla.
1992 Tulsa, Okla.
1991 Albany, N.Y.
1990 Snowbird, Utah
1989 Albuquerque, N.M.
1988 Charleston, S.C.
1987 Portland, Ore.
1986 Portland, Maine
1985 Denver, Colo.
1984 Lexington, Ky.
1983 Seattle, Wash.
1982 Huntsville, Ala.
1981 Reno, Nev.
1980 Arlington, Va.
1979 Biloxi, Miss.
1978 Denver, Colo.

## NOICC Co-Sponsored Conferences

A Training Workshop: Developing, Managing & Evaluating School Guidance Programs, ERIC/CASS
1996 Greensboro, N.C.

Assessment '95
1995 Tucson, Ariz.

National Career Development Association
1994 Albuquerque, N.M.
1992 San Antonio, Texas
1990 Scottsdale, Ariz.
1988 Orlando, Fla.

Mississippi State University National Video Conference
1995

Mid-Atlantic Conference on Networking for Career Development
1995 Harrisburg, Pa.
1994 Fredericksburg, Va.
1993 Mt. Laurel, N.J.
1992 Harpers Ferry, W. Va.
1990 Baltimore, Md.
1989 Wilmington, Del.
1988 Valley Forge, Pa.

Regional Apprenticeship Conferences
1993 Charleston, S.C.
1992 Nashville, Tenn.
1990 Portland, Ore.
1989 Montgomery, Ala.

National Governors' Association: Building Information Partnerships
1990 Anchorage, Alaska

International Teleconference on Technology and Career Development
1989 Tallahassee, Fla.

Automation Conference 1989
1989 Chicago, Ill.

A More Productive Workforce: Challenge for Postsecondary Education and its Partners
1989 Little Rock, Ark.

Regional Meeting of NE State Councils and State Directors of Vocational Education, JTPA Directors and SOICCs
1989 Portsmouth, N.H.

Regional Conferences: NOICC, Office of Vocational and Adult Education, U.S. Department of Education
1982 San Diego, Calif.
Chicago, Ill.
Atlanta, Ga.

Career Information for Handicapped Individuals
1979 San Antonio, Texas

*Appendix 2*

# NOICC Publications, Reports & Products

## NOICC Computer Software Systems

*Occupational Information System (OIS), revised 1994*

*Occupational and Labor Market Information Database System (OLMID), 1994*

*Economic Development and Employer Planning System (EDEPS), 1994*

*State Training Inventory (STI) 1992; updated 1993; updated 1995*

*Civilian Training Inventory (CIV-TRAIN) 1991; updated 1992*

*Transition Opportunities System (TOPPS) 1991; updated 1992*

*Micro-Crosswalk System, 1990*

*Micro-OIS, 1984*

## NOICC Training Videos

*Preparing Professional Educators for the School-to-Work Transition Movement, 1995*

*Career Counseling for Change: Helping Students Transition from School-to-Work, 1994*

*Technology, Innovation and Change: A New Reality, A Career Development Training Program for the Professional Counseling Community, 1993*

*Making Career Decisions: Using Career and Labor Market Information, 1992*

*A Focus for Action - National Career Development Guidelines, 1992*

*Foundations for the Future: An Introduction to Career Development at the Elementary Level, 1991*

*Designing the Future: An Introduction to Career Development at the High School Level, 1991*

## NOICC/CDTI Resources

*Program Guide: State Capacity Building for Career Development Training, 1996*

*Improved Career Decision Making/CD-ROM Version, 1996*

*Life Work Portfolio, 1996*

*Curriculum for Career Development Facilitators, 1996*

*The Real Game, 1996*

*Get A Life School-to-Work Transition Planner, 1995*

*Get A Life Portfolio, 1994*

*Career Counseling for Change: Helping Students Transition from School to Work Teleconference, 1994*

*Workforce in Transition: A Blueprint for Adult Career Development and Job Search Training, 1994*

*How To Manual: Building Relationships between the NOICC/SOICC Network and Counselor Educators, 1994*

*Training Needs of Career Development Facilitators, 1994*

*Career Counseling Credentialing and Standards Review, 1994*

## NOICC Occasional Papers Series

1. *Occupational Information and International Development: Improving HRD Diagnostics, 1990*
2. *An Appraisal of NOICC/SOICC Needs from the 1990 Decennial Census, 1991*
3. *The National Career Development Guidelines: Progress and Possibilities, 1991*
4. *Career Information Delivery Systems: A Summary Status Report, 1992*
5. *Skills Standards, British Style: Linking Assessment and Training in the United Kingdom, 1993*
6. *Occupational Information: The "Blue Highways" of the Labor Market, 1993*
7. *Career Information Hotlines Sampler, 1994*
8. *To Spin a Web: Job, Career, and Labor Market Information on the Internet, 1996*

## NOICC Publications

*Micro-OLMID & OIS, 1995*
*Micro-OLMID & OIS Users Guide, 1995*

*Program Guide: Planning to Meet Career Development Needs, School-To-Work Transition Programs, Second Edition, 1995*

*Program Guide, Planning to Meet Career Development Needs, School-To-Work Transition Programs, 1994*

*A Comprehensive Guide to Using Unemployment Insurance Data for Program Follow- Up, 1994*

*Unlocking the Power of Occupational Information: Occupational Information System Casebook, 1993*

*Employee Career Development: Reference Guide, 1992*

*Employee Career Development: Program Guide, 1992*

*From Pilot to Practice: Strengthening Career Development Programs, 1992*

*Improved Career Decision Making in a Changing World: Participants' Guide, 1991; revised 1996*

*Improved Career Decision Making in a Changing World: Trainer's Manual, 1991; revised 1996*

*Industry/Occupation Projections Handbook, 1991*

*Regression Analysis Primer, PreTraining Work-Book, 1991*

*SOICC Career Tabloids: What Works!, 1990*

*National Career Development Guidelines Local Handbooks: Elementary Schools, Middle/Junior High Schools, High Schools, Postsecondary Institutions, Community and Business Organizations, 1989*

*National Career Development Guidelines State Resource Handbook, 1989*

*National Career Development Guidelines Trainer's Manual, 1989*

*Directory of Counselor Education Courses Covering Career, Occupational and Labor Market Information Concepts, 1988**

*SOC Career Profiles, 1985*

*SOICC Director's Guide, 1985*

*A Guide to Using the National Units of Analysis, 1984*

*An Introduction to Using An Occupational Information System: A Reference for Program Planning, 1983*

*Guide to Forming Units of Analysis, 1982*

*A Review of State Level Labor Supply/Demand Analysis for Program Planning and Career Decision Making: Technical Issues in Relating and Presenting Supply/ Demand Data, 1982**

*Vocational Preparation and Occupations, Third Edition, 1982**

*Occupational Information System Handbook, Volume 1: Occupational Information Development****

*Volume 2: Occupational Information Analysis, Presentation and Delivery, 1981****

*Feasibility Study for a Project on Improvement of Occupational Information, 1979*

*Framework for Developing an Occupational Information System, 1979*

*NOICC-Related Activities: Review of Federal Programs, 1979**

## NOICC Administrative Reports

1. *Analysis of the SOICC's Annual Basic Assistance Grant Modifications and Program Plans, 1980**
2. *Annual Summary of State Occupational Information Coordinating Committee Activities in Fiscal Year 1979, 1980**
3. *Status of Occupational Supply and Demand Information, 1980**
4. *A Review of Employer Forecasting Methods and Data**
5. *Status of the NOICC/SOICC Network, September 30, 1980*
6. *Status of the NOICC/SOICC Network, September 30, 1981*
7. *Status of the NOICC/SOICC Network, September 30, 1982*
8. *An Introduction to Using an Occupational Information System, 1983**
9. *Status of the NOICC/SOICC Network, September 30, 1983 **
10. *Status of Statewide Career Information Delivery Systems, September 1984*
11. *Status of the NOICC/SOICC Network, June 30, 1985**
12. *Status of the NOICC/SOICC Network, June 30, 1986**
13. *Status of the NOICC/SOICC Network, June 30, 1987**
14. *Status of the NOICC/SOICC Network, June 30, 1988**
15. *Status of the NOICC/SOICC Network, June 30, 1989**
16. *Status of the NOICC/SOICC Network, June 30, 1990**
17. *Status of the NOICC/SOICC Network, June 30, 1991**
18. *Status of the NOICC/SOICC Network, June 30, 1992**
19. *Status of the NOICC/SOICC Network, June 30, 1993**
20. *Status of the NOICC/SOICC Network, June 30, 1994**

## NOICC Sponsored Publications

*Learning to Work: The NCDA Gallup Survey, 1995*

*The Use of Career Information Systems in State Employment Security Agency Offices, 1994*

*Video Usage in Career Development Project, 1993*

*A Differential Feature Cost Analysis of Fifteen Computer-Assisted Career Guidance Systems, 1993*

*State Capacity to Use UI Wage Records: The Vocational Education Experience, 1993***

*Career Needs in a Diverse Workforce: Implications of the NCDA Gallup Survey, 1992******

*National Survey of Working America, 1990*

*Working in America: A Status Report on Planning and Problems, 1989*

*Cracking the Labor Market for Human Resource Planning, 1986***

*Career Information in the Classroom: Workshop Guide for Infusing the Occupational Outlook Handbook, 1985*

*Micro-OIS dBASE III Conversion Manual, 1985*

*Using Labor Market and Occupational Information in Human Resource Program Planning, 1985**

*A Directory of Counselor Education Courses Covering Career, Occupational and Labor Market Information Concepts, 1984*

*OIS Microcomputer User's Guide, 1984*

*OIS Microcomputer Documentation, 1984*

*Occupational Employment Data in Agriculture, 1983**

*Occupational Area-specific Staffing Information System (OASIS): User's Manual, Operations Manual, Systems Manual, 1982**

*Alternative Methods for Collecting Follow-up Information About Secondary Vocational Education Students, 1982**

*Analysis of State Experiences in Financing Statewide CIDS, 1982**

*Career Information Delivery for Handicapped Individuals, 1981**

*Data Needs and Uses in the Context of an OIS: Review of Literature, 1981**

*Estimating Occupational Supply Information from Federal Reports: Issues and Concerns, 1981**

*Issues Related to Collection of Occupational Employment Data in Agriculture, 1981**

*Occupational Information and Vocational Education: A Concept Paper, 1981**

*Occupational Information Needs at the Federal Level, 1981**

*OIS and the Employment Security System: A Need and Resources Assessment, 1981**

*OIS and Vocational Rehabilitation: A Concept Paper, 1981**

*Role of an OIS in Career Guidance and Counseling, 1981**

*The Feasibility of Collecting Labor Market Supply Data from Existing Records, 1981**

*Occupational Information Needs for CETA Prime Sponsors, 1981**

*Systematic Approach to Improving the Training Process in CIDS, 1981**

*Occupational Information Needs at the State Level: An Empirical Study, 1981**

*National Student Follow-up Workshop: A Background Paper, 1981**

*Continued Federal Role in Financing and Supporting Statewide CIDS, 1981**

*BLS-Alternative Estimating Methods for Sub-state Area Occupational Employment, 1981**

* *No longer available*

** *Available from the National Governors' Association*

*** *Available from U.S. Government Printing Office*

**** *Available from National Career Development Association*

*Appendix 3*

# State Occupational Information Coordinating Committees

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*Appendix 3*

# INFORMED CHOICE

## NOICC Enabling Legislation

The National Occupational Information Coordinating Committee and the State Occupational Information Coordinating Committees were established by the Vocational Education Amendments of 1976. Subsequent legislation reinforced and expanded the primary mission and objectives of the National and State committees, including the Career Education Incentive Act of 1977; Youth Employment and Demonstration Projects Act of 1977; Comprehensive Employment and Training Act Amendments of 1978; Job Training Partnership Act of 1982; Job Training Reform Amendments of 1992; Carl D. Perkins Vocational Education Act of 1984; and Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990.

### *Job Training Reform Amendments of 1992*

*NOICC shall "...give special attention to the career development and labor market information needs of youth and adults, including activities such as...assisting and encouraging the development of state occupational information systems, including career information delivery systems...encouraging programs providing career information, counseling, and employment services for postsecondary youth...provide training and technical assistance...in the development, maintenance, and use of occupational supply and demand information systems...conduct research and demonstration projects designed to improve any aspect of occupational and career information systems and coordination and compatibility of human resources data systems operated by Federal agencies or the states, including systems to assist economic development activities and, where appropriate, provide support to states in the implementation of such system improvements."*

### *Carl D. Perkins Vocational & Applied Technology Education Act Amendments of 1990*

*NOICC shall "...provide funds, on an annual basis, to State Occupational Information Coordinating Committees and...improve coordination and communication among administrators and planners of programs authorized by the Act and by the Job Training Partnership Act, employment security agency administrators, research personnel and personnel of employment and training planning and administering agencies...develop and implement...an occupational information system to meet the common occupational information needs of vocational education programs and employment and training programs at the national, state and local levels...conduct studies to improve the quality and delivery of occupational information systems to assist economic development activities and examine the effects of technological change on new and existing occupational areas and the required changes in knowledge and job skills; continue training, technical assistance activities to support comprehensive career guidance and vocational counseling...(especially in the areas of career information delivery and use)...and assist State Occupational Information Coordinating Committee...(to) implement an occupational information system in the State...and use the occupational information system to implement a career information delivery system."*

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Occupational
Information
Coordinating
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